

FULTON COUNTY GOVERNMENT **PROGRAM INVENTORY**





Table of Contents

Arts & Culture	3
Atlanta-Fulton Public Library.....	5
Behavioral Health & Developmental Disabilities (formally Mental Health).....	7
Clerk of Superior Court	10
Clerk to the Commission	12
Cooperative Extension.....	13
County Attorney	14
County Manager	15
County Marshal	18
District Attorney	19
Emergency Communication E-911.....	23
Facilities & Transportation Services	25
Family & Children Services	31
Finance.....	33
Fire Department	38
Health & Human Services	40



Table of Contents

Health & Wellness	41
Housing & Community Development	52
Human Services	55
Information Technology	65
Juvenile Court.....	67
Medical Examiner.....	72
Office of the Public Defender.....	74
Personnel.....	76
Planning & Community Services	78
Police	80
Probate Court	81
Purchasing.....	82
Registration & Elections.....	83
Sheriff	84
Solicitor General	86
State Court	88
Superior Court General.....	89
Tax Assessors	92
Tax Commissioner.....	93
Water Resources	95

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Abernathy Arts Center

The Abernathy Arts Center provides a broad range of opportunities for creative expression with special emphasis on programming for youth, adults and senior citizens. AAC provides year-round instruction for youths and adults — both in the daytime and evenings. The Center also offers summer art camps for youth ages 6-13 as well as providing outreach classes to the North Fulton County community. In addition, AAC maintains a large formal gallery which showcases the work of students, instructors and local emerging artists. This gallery was added in March of 2001 as part of a 4,000 square foot addition to the existing 1,700 square foot space.

Art @ Work

Art at Work is a job readiness program that uses art to teach 21st century employment skills to underserved teens in Fulton County. Emphasizing critical thinking, creativity, communication and collaboration, the program uses theatre, visual arts, creative writing and dance to prepare them for the future. Events include exhibitions and silent auctions of artwork created by participants, hands on workshops, resource fairs, and artists markets.

Contracts for Services/Administration

Since 1979 CFS has provided funding to Fulton County-based nonprofit organizations whose arts and cultural programming supports the Arts Council's overall mission and goals. Funding is awarded annually on a competitive basis to organizations such as theatre companies, music groups, community art centers, media centers, museums, dance organizations, youth centers and other organizations which use the arts to enhance the quality of life in our communities. Special consideration is made to ensure that groups across the expanse of the county are awarded funds.

Johns Creek Community Arts Center

The Johns Creek Community Arts Center opened in October 1997 in partnership with the Fulton County Arts Council and the private sector. Year-round instruction in both the creative and performing arts for youth, adults and seniors in North Fulton County is provided at the center. Programs include classes, workshops, summer and week-long vacation-break camps and outreach programs in the community. This facility is available to individuals/groups for recitals, civic meetings and training throughout the year. Johns Creek Arts Center is underwritten by the Arts Council and operated by the nonprofit organization Johns Creek Community Arts Center, Inc.

South Fulton Arts Center

The South Fulton Arts Center provides year-round instruction for youth and adults both in the daytime and evenings, and off-site outreach classes in South Fulton County. The center is committed to offering a broad range of opportunities for creative expression through a comprehensive arts program. The center operates an annual summer arts camp for children ages 5-12 and week-long vacation-break camps.

Southwest Arts Center

In June of 2001 the Fulton County Arts Council opened the doors to this promising new facility. The Southwest Fulton Arts Center has two buildings located on a 27-acre site near Cascade and New Hope Road. SWAC encourages people of all ages to express their creativity. The 14,000 square foot instruction and programming building features classroom space built specifically for instruction in a variety of art forms - drama, visual arts, graphic design, music and dance. The new 375-seat theater and 1300 square foot Art Gallery will be host to a wide variety of performances and exhibitions.

West End Performing Arts Center

The West End Performing Arts Center located in the historic West End Community, houses a 150-seat black box theater and a multi-purpose room for workshops, classes and meetings. This family-oriented center offers community classes for all ages in the performing arts and provides performance opportunities for local artists and West End citizens. Others from outside the community take advantage of the classes, performances, camps and other programs at the center also.

Wolf Creek Amphitheater

Opened in the summer of 2011, Wolf Creek Amphitheater is located in unincorporated South Fulton County on a six-acre site adjacent to the Wolf Creek Public Safety Training Center. The amphitheater provides an arena for an array of live music performances as well as a wide range of community, festival and family-friendly events, broadening the programming offered to the residents of South Fulton County. The new state-of-the-art facility includes a blend of table seating, fixed chair seating and general lawn seating for a capacity of 5,400. The venue includes a covered stage with loading areas, restrooms, warming kitchen, and vendor booths.

Anne Haimes, Interim Director
Atlanta-Fulton Public Library System
Central Library
1 Margaret Mitchell Square
Atlanta, Georgia 30303
(404) 730-1972

Adult Education and Career Readiness

The Library System provides a variety of programs for adults to improve literacy skills and prepare for new or existing careers or job changes. Programs include the GED preparation courses and testing to help adults receive their high school diploma equivalent; English as a Second Language (ESL) classes; adult literacy tutoring; a wide variety of computer classes, including Internet search information; SAT workshops; examples of academic, civil service and trade examinations; resume preparation, job search skills, small business workshops and tax seminars. Throughout the year there are also specially designed programs that are tailored to respond to community needs or breaking events. The Library System's website, www.afpls.org, offers study sites and additional practice tests and database information.

Learning and Lifelong Enrichment

The Library System, with its 34 libraries, provides residents with free access to a collection consisting of over 3 million items in a wide variety of formats. It offers cultural events, exhibits, programs and classes that both teach and entertain all ages of users. Visitors can access health information; attend book club discussions or storytimes; listen to authors discuss their work; check out books, ebooks, DVDs and CDs; hear music; work on the public computers; access online learning opportunities from the eCampus suite of materials; and see live performances. The holds system and daily courier delivery between libraries ensure that people have the books and materials they want when and where they want to pick them up. Community groups and organizations have free access to library meeting spaces.

Reference, Research, Archives and Special Collections

The Library System provides free information on every topic of human interest and activity, in its collections of books, in its staff which provides answers to questions and professional guidance in using library resources, in electronic formats that can be accessed even from outside the library locations. This suite of programs helps library visitors find information they need for variety of reasons including: completing school assignments, finding community agencies for social services, starting a businesses, marketing a services, making financial decisions, researching prospective employers, following current events, tracing family history or performing scholarly research.

Technology Services

The Library System provides free access to hundreds of public computers for users to search the Internet, create resumes, write term papers, send emails and more. Internet services are also available via free wireless connections at all 34 libraries so that visitors may bring their own laptop and access the Internet. Onsite library and remote use of a wide variety of library resources, including calendar of events, information databases, language tutorials and materials search and holds are available through the website, www.afpls.org.

Youth Literacy and Outreach

The Library System provides a wide variety of services to children and young adults, from birth through high school. This includes library materials targeted to their ages and interests; a wide variety of programs and events including storytimes, summer reading programs, music events, crafts and movies; and services tailored to meet changing needs such as homework help and specific reading lists designed to support learning. The libraries also address the issue of family literacy, with one-on-one help and programs to address the needs of families to read to their children from an early age and prepare them to progress successfully through school. The Library System also reaches out to homeschooling families, tutors, after-school programs and teachers, identifying needs and offering resources to support the varied curricula and programs of each community.

Library Locations

Adams Park	2231 Campbellton Road	Atlanta	404-752-8763
Adamsville/Collier Heights	3424 M.L.K., Jr. Drive	Atlanta	404-699-4206
Alpharetta	238 Canton Street	Alpharetta	770-740-2425
Auburn Ave. Research Library	101 Auburn Avenue	Atlanta	404-730-4001
Bowen/Bankhead	2685 Donald Lee Hollowell Pkwy	Atlanta	404-792-2646
Buckhead	269 Buckhead Avenue	Atlanta	404-814-3500
Carver Homes	215 Lakewood Way, Suite 104	Atlanta	404-635-4012
Central Library	One Margaret Mitchell Square	Atlanta	404-730-1700
Cleveland Avenue	47 Cleveland Avenue	Atlanta	404-762-4116
College Park	3647 Main Street	College Park	404-762-4060
Dogwood	1838 Donald Lee Hollowell Pkwy	Atlanta	404-792-4961
East Atlanta	400 Flat Shoals Avenue	Atlanta	404-730-5438
East Point	2757 Main Street	East Point	404-762-4842
Fairburn	60 Valley View Drive	Fairburn	770-306-3138
Georgia Hill	250 Georgia Avenue	Atlanta	404-730-5427
Hapeville	525 King Arnold Street	Hapeville	404-762-4065
Kirkwood	11 Kirkwood Avenue	Atlanta	404-377-6471
Martin Luther King Jr.	409 John Wesley Dobbs Avenue	Atlanta	404-730-1185
Mechanicsville	400 Formwalt Street	Atlanta	404-730-4779
Northeast/Spruill Oaks	9560 Spruill Road	Johns Creek	770-360-8820
Northside	3295 Northside Parkway	Atlanta	404-814-3508
Ocee	5090 Abbotts Bridge Road	Johns Creek	770-360-8897
Peachtree	1315 Peachtree Street	Atlanta	404-885-7830
Perry Homes	2011 Bolton Road	Atlanta	404-792-4994
Ponce de Leon	980 Ponce De Leon Avenue	Atlanta	404-885-7820
Roswell	115 Norcross Street	Roswell	770-640-3075
Sandy Springs	395 Mount Vernon Highway	Atlanta	404-303-6130
South Fulton	4055 Flat Shoals Road	Union City	770-306-3092
Southwest	3665 Cascade Road	Atlanta	404-699-6363
Stewart-Lakewood	2893 Lakewood Avenue	Atlanta	404-762-4054
Thomasville Heights	1700 Thomasville Drive	Atlanta	404-624-0620
Washington Park	1116 M.L.K. Jr. Drive	Atlanta	404-752-8760
West End	525 Peoples Street	Atlanta	404-752-8740

Patrice Harris, M.D. M.A., Director, Health Services
99 Jesse Hill, Jr. Drive, SE
4th Floor
Atlanta, Georgia 30303
404-613-1205

Department Overview

The mission of the Fulton County Department of Behavioral Health and Developmental Disabilities (BH/DD) is to provide high quality and culturally competent behavioral health care services to the citizens of Fulton County. The department offers a variety of services designed to assist clients in maintaining or recapturing their optimal level of functioning and stability which, when achieved, would lead to a more productive role for them within their families and their communities

Office of the Director/Administration

The Director of Health Services/Administration provides oversight of the Department of Health and Wellness and the Department of Behavioral Health and Developmental Disabilities. The Director serves as District Health Office for District 3-2-Fulton County. The Director/Administration assumes responsibility for all facets of the operation of the Department and programs and services designed and directed at improving the health status of the residents of Fulton County. These responsibilities include advising the Board of Commissioners on all health issues and the status of the health of the citizens in Fulton County. Additional responsibilities include budget preparation and management, program evaluation, representation to state and national health organizations and governing bodies, strategic planning and overseeing the fulfillment of the Departments' mission, goals and values. The Medical Director for BHDD is Dr. Sultan Simms.

Health Services Administration	99 Jesse Hill Drive	Atlanta	404-613-1205
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Community Behavioral Health and Addictive Disease Centers

Community Behavioral Health and Addictive Disease Centers provide a coordinated system of care to adults within Fulton County. The program will provide integrated culturally competent screenings, assessment and services for citizens with mental health and substance abuse needs. In addition, we provide service alternatives for individuals with behavioral health disorders who are in jail and/or involved with the criminal justice system. The services offered included diagnostic assessments which include psychiatric, nursing and clinician evaluation, and a variety of treatment services including; individual, group and family counseling, care management as well as behavioral health consultations to foster continuity of care with care partners as needed. Services are offered in order to provide a coordinated system of care to our clients in a manner that increases the availability of integrated health services.

South Fulton Mental Health Center	1636 Connally Drive	East Point	404-762- 4042
West Fulton Mental Health Center	475 Fairburn Road, SW	Atlanta	404-691-9627
*Neighborhood Union Health Center	186 Sunset Ave, NW	Atlanta	404-612-9345
*Center for Health and Rehabilitation	265 Boulevard	Atlanta	404-613-1650
*North Fulton Service Center	7741 Roswell Road	Sandy Springs	404-612-2273

* These centers provide integrated behavioral health and primary care.

Child, Adolescent & Family Services

The goal of Child and Adolescent Services (C&A) is to provide quality outpatient clinic and community-based health and substance treatment services for children, adolescents and families in Fulton County. Clinic based services are provided at the Oak Hill campus. Community based services are offered at the Fulton County Juvenile Court, the Department of Juvenile Justice, Cook Elementary School, and the City of Atlanta Public School and several Sheltering Arms Early Education and Family Centers in an effort to be more accessible to citizens. For children and families, we have implemented the “system of care” approach. The system of care approach underscores the fact that systems must be comprehensive and provide individualized service in order to address the complex and varied needs of children and families. The Department of Behavioral Health and Developmental Disabilities has taken the lead on developing a more comprehensive system of care for the provision of services to children and families in Fulton County, Georgia. The Department has enjoined the collective capacities of the Departments of Family and Children Services, Juvenile Court, Health and Wellness and Human Services. Further, through this collaborative, we are engaging the Fulton County Schools, Libraries, Housing and Community Development, Parks and Recreation as well as numerous community based stakeholders. It is our belief that coordinating the provision of services to children and families utilizing the integrated approach has created a system of care that is comprehensive, efficient, effective and fiscally sound.

Oak Hill Child, Adolescent & Family Center 2805 Metropolitan Pkwy SW., Atlanta GA 30315
Phone 404-612-4111

Clubhouse

The Clubhouse for Youth is a sub component of the Child and Adolescent provides substance abuse education, prevention and early intervention to adolescents age 14-17 and their families.

1480 DeLowe Drive
Atlanta GA 30311 Phone 404-612-7111

Behavioral Health Services for Senior Citizens

Behavioral Health is now a part of the “Healthy Living Team” which is a collaboration of between Fulton County Department of Behavioral Health and Fulton County Department of Human Services. This team provides psycho-educational presentations at the each of the four Senior Multipurpose Centers. These presentations include prevention/education information based on selected topics, such as healthy mind, body and spirit, stress management, oral health, etc. Behavioral health services include screenings, consultations and referrals for appropriate services as requested.

The Behavioral Health Information Line

The Behavioral Health Information Line is available for Fulton County residents to receive information from a clinician regarding behavioral health services. Individuals calling will receive a behavioral health screening from a licensed clinician over the telephone and referred to appropriate service program. Ongoing services are available at any of the behavioral health centers. Appointments will be made at the center most convenient for the caller. The telephone number is (404) 613-3675, and is accessible Monday thru Friday from 8:30 am to 5:00 p.m.

Center for Health & Rehabilitation, 265 Boulevard NE Atlanta 404-613-3675

Psychosocial Rehabilitation/Peer Support Services

Psychosocial Rehabilitation and Peer Support services are therapeutic, rehabilitative, skill building and recovery promoting services for individuals to gain the skills necessary to enhance socialization, recovery, wellness and maintenance of community living skills. Clients participate in structured rehabilitation activities and in life skills and socialization training to foster daily functioning in the community. These day services are provided at South Fulton Mental Health Center.

South Fulton Mental Health Center 1636 Connally Drive East Point 404-762-4042

Developmental Disabilities (DD)

Services for Adults with Developmental Disabilities (DD) provide community based services for the developmentally disabled adults 18 years of age and older. Program activities include: diagnostic assessments, Support Intensity Scale (SIS), individualized treatment plans, parent support groups, individual and group training, prevocational, community access and supported employment referral services.

Central Training Center	425 Langhorn Street SW	Atlanta	404-752-8766
North Training Center	5025 Roswell Road NE	Atlanta	404-303-6166
South Training Center	2605 Fairburn Road SW	Atlanta	404-346-8365

Behavioral Health Training, Consultation, and Community Education

This program provides community education and consultation to the citizens of Fulton County on behavioral health, addictive diseases, developmental disabilities, and other related behavioral health issues.

Center for Health & Rehabilitation 265 Boulevard NE Atlanta 404-613-1650

Behavioral Health Court Services Program

The Behavioral Health Court Services Program is provided in collaboration with the Fulton County Jail, Fulton County Magistrate and State Courts, and Superior Mental Health Court as a service alternative for individuals with behavioral health disorders, i.e. a serious mental illness and/or substance abuse disorders, who are in jail and/or involved with the criminal justice system.

Center for Health & Rehabilitation 265 Boulevard NE Atlanta 404-613-1650

Common Ground Initiative/Integrated Care

The Common Ground initiative is the county's solution for addressing health disparities in our communities. The initiative has been implemented with the goal of creating equity through public policy and community engagement. Integrated Care Centers are partnerships of Public Health, Behavioral Health, Primary Care, Human Services, Libraries, Cooperative Extension and Community Partners utilizing an integrated care "one stop shop" model to address the health disparities and social determinants that affect the health of the residents in Fulton County. This model allows for clients to receive a complete and efficient array of services at one location during their visit.

Tina Robinson, Clerk of Superior Court
136 Pryor Street, S.W.
First Floor
Atlanta, Georgia 30303
404-730-5313

Administration

Administration manages and coordinates delivery of administrative functions in the areas of personnel, payroll budgeting, purchasing, notary commissions, passports, bond validations, exparte, records management, information technology, training and career development, public relations, youth programs as well as other related services for the employees of the Clerk of Superior Court and the citizens of Fulton County.

Courts Division

The Courts Division maintains a comprehensive record of all civil and criminal actions of the Superior Court and provides support to Superior, Magistrate and Senior judges with Deputy Clerks in court room proceedings. The Courts Division also assists citizens by providing services related to filing, recording and preserving records as mandated by law. The Division's purpose is to maintain the highest standard of service by ensuring the perpetuity of records for the public, and faithfully and accurately perform the duties of this office as set out by the Georgia Code.

Fiscal Services

Fiscal Services serves as the court registry and maintains all funds deposited into trust accounts. All fees collected are managed by Fiscal Services for disbursement to the Finance department, other municipalities, and agencies as required by the Georgia codes. The division reconciles the collection and disbursement of intangible and transfer taxes for the municipalities of Fulton county and state agencies. This division is also responsible for all mailroom operations and oversees annex locations in the North, South, and Western regions of Fulton County.

Real Estate Recording, Records Processing and Record Room Operations

The purpose of this program is to file, record and index, scan and/or micro-film real estate and related non-real estate documents, business records, military discharge record, plats and surveys; to collect filing fees, transfer tax and intangible tax; to create permanent archival records of all documents filed with the Clerk of Superior Court; to provide excellent customer service and access to all public records located within the Clerk's office.

Board of Equalization

Georgia Statute §48-5-311 requires the administration of the Board of Equalization (BOE). The BOE facilitates fair and impartial hearings to County property owners regarding disputed assessments from the Board of Assessors. The Board of Equalization members appointed by the County Grand Jury reviews all evidence presented during each certified appeal hearing to ensure taxability, uniformity and value for each decision.

Record Room

The Record Room manages and maintains all books of property records and non-property records for use by the general public. All documents received in the Clerk's Office are microfilmed in this area. The division creates books and indexes on all real estate and non-real estate records and cross references security instruments in deed books maintained and stored in the Record Room.

Recording

The Recording Division records all real estate and non-real estate documents including security deeds, warranty deeds, loan deeds, limited partnerships, federal tax liens and powers of attorney. The division collects fees for all documents filed and provides rush recording of documents for an additional fee of \$15.

Records Processing

The Records Processing Division indexes all real estate and non-real estate documents filed with the Clerk of Superior Court's office. All documents processed in this division are transmitted electronically to the Georgia Superior Court Clerk Cooperative Authority (GSCCCA) as required by the Georgia code. The division is responsible for mailing all processed original documents to the filing party.

Mark Massey, Clerk to the Commission
141 Pryor Street, S.W.
Suite 10076
Atlanta, Georgia 30303
404-612-8200

Clerk to the Commission

The Office of the Clerk to the Commission has major areas of responsibility that include, but are not limited to the following:

- Implementing professional records management practices utilizing advanced technology for Board of Commission acts and proceedings;
- Coordinating Board meetings and individual Board members' special meetings/events;
- Implementing State laws that include Open Records Act requests and compliance with Open Meetings Act;
- Maintaining and updating the Fulton County Code of Laws and the Board of Commissioners' procedural rules for meetings;
- Managing Board-initiated programs like Income and Financial Disclosure reports, Lobbyist Registrations and Certified Committed Relationships;
- Executing, storing and retrieving all official County contracts;
- Administering the appointment process of citizens to County boards, commissions and authorities;
- Processing Certificates of Need application requests to develop or expand services and facilities by health care organizations for financial assistance from the State Health Planning Director;
- Approving payments to funeral home providers who access Indigent Burial funding through the Department of Family and Children Services (DFACS);
- Performing various customer service and administrative activities, such as providing reception services and security for access to the Board of Commissioners' offices (10th floor) and coordinating meeting room reservations for the assembly hall and conference rooms on the 4th and 10th floors; and,
- Processing personnel, purchasing, budgetary and financial transactions on behalf of the Clerk's office and each of the seven Commissioners' offices and their staff.

Menia Chester, Cooperative Extension Director
1 Margaret Mitchell Square
Suite 109
Atlanta, Georgia 30303
404-332-2401

Administration

Administration provides overall leadership and support to the total Fulton County Cooperative Extension staff. Coordinate the efforts of the county staff in program areas of 4-H, Youth Development, Agriculture, Horticulture, Family and Consumer Sciences and Expanded Food and Nutrition. Provide leadership in working with county commissioners, advisory and planning groups, elected officials, media and other collaborators.

4H & Youth Development

4-H is the youth development program of the University of Georgia that enhances the Fulton County's school curriculum. 4-H youth are between the ages of 9 and 19 and are taught leadership, citizenship and life skills during school and in after school programs.

4-H offers an opportunity for families, volunteers and communities to learn and grow together. It helps young people develop self-esteem, become responsible young adults, gain a sense of belonging, improve decision making, communication and leadership skills.

Agriculture, Horticulture & Environment

Cooperative Extension educational programs offer research base information in a variety of ways, through seminars, site visits, office visits, phone calls, e-mails, send soil, plant and water samples for diagnosis and conferences.

The Urban Garden Program assists both youth and adults in the development and maintenance of a school or community garden. Also, the program agent and assistant teach leadership programs to low-income participants of the urban garden program.

Extension Agents and Specialist train volunteers to become Master Gardeners through an eight week series of classes. In return they give back 50 hours of community work to Extension and the community. Master Gardeners reach thousands of youth and adults through phone calls, e-mails, direct and group teaching, lawn and garden shows and demonstration gardens.

Family and Consumer Sciences

The Family and Consumer Sciences Program provide educational programs and information in the areas of Financial Management, Health and Wellness, Parenting and Child Development. This program strengthens families by helping them learn more about managing their money, eating nutritious meals and exercising, raising their children.

Larry W. Ramsey, Jr., Interim County Attorney
141 Pryor Street, S.W.
Suite 4038
Atlanta, Georgia 30303
404-612-0257

Legal Advice and Counseling

Provides legal advice and counseling, along with oral and written legal opinions, to the Board of Commissioners, County Manager, constitutional officers, boards and authorities, departments and agencies, and employees of Fulton County.

Litigation

Defends and prosecutes all civil lawsuits in all State and Federal trial and appellate courts, brought against or on behalf of Fulton County, the Board of Commissioners, County Manager, constitutional officers, boards and authorities, departments and agencies, and employees of Fulton County.

Transactional

Provides drafting, review and negotiation, as well as advice and counseling, on all contracts, real estate, planning, economic development, securities, construction and insurance transactions.

Legislative

Provides drafting, review and advice and counseling, regarding federal, state and local legislative initiatives, including the drafting of clear, concise, and legally sufficient resolutions, ordinances and legislative proposals for and on behalf of Fulton County.

Training

Provides training, as well as assistance in the development of training programs, to officers, employees and elected officials of Fulton County on a wide variety of topics, for the purpose of improving operational practices and managing legal risks.

R. David Ware, Interim County Manager
141 Pryor Street, S.W.
Suite 10061
Atlanta, Georgia 30303
404-612-8320

Mission: To serve the Fulton County Board of Commissioners, citizens, and employees, ensure that the policies and procedures of the Board are implemented professionally, and to efficiently manage the county's resources, employees, tax dollars, and natural resources. Additionally, the County Manager's Office educates and informs residents regarding services, laws, events, and the news of the county government through live and pre-produced television programming. It also acts as a liaison between cable subscribers and the cable companies that operate within the county.

Description: The Office of the County Manager is composed of several operating groups:

Executive Team provides executive leadership to the county through the strategic coordination of service delivery and implementation of programs and policies. This team supports and advises the Board of Commissioners, manages complex administrative projects, oversees the other divisions of the County Manager's Office, and facilitates collaboration and communication between departments.

Administration provides coordinated administrative services for the Executive Team and all divisions of the County Manager, receives and assists visitors, and coordinates the development of the County Manager's agenda for Board of Commissioners' meetings. This group also coordinates the development and maintenance of current policies and procedures for county government operations.

The Office of Communications is the key point for media relations and communications as well as customer service for Fulton County Government. The Office serves as a resource for 24-hour a day information management and distribution of key materials to the media, the Board of Commissioners, the County Manager and departments/agencies. Key activities include: formulation of countywide communications strategies; management of employee communications; operation of the customer service call center; developing and executing media relations strategies; drafting media communications materials (news releases, media advisories, public service announcements); monitoring media coverage; and drafting proclamations, speeches, and other documents for elected officials. Communications services include maintaining content on the Fulton County website, publication development, and planning and executing public meetings and special events.

The Office of Equal Employment Opportunity and Disability Affairs oversees the enforcement of federal laws and county policies which prohibit discrimination on the basis of race, color, religion, sex, age, national origin, disability, and sexual identity and which ensure accessibility to services and employment for Fulton County employees and citizens with disabilities. To ensure that county employees work in an inclusive, accessible environment that is free from all forms of prohibited discrimination, this division investigates and resolves complaints of discrimination, provides related training and technical assistance tailored to meet the needs of management and employees, monitors work force representation, the implementation of recommended remedial actions resulting discrimination complaint investigations as well as compliance with provisions of the Americans with Disabilities Act, develops and implements programs/strategies to promote inclusion, assists staff in requesting/providing reasonable accommodations including alternate format and sign language interpreter services and conducts departmental work environment assessment studies resulting from excessive complaints of hostile work environment, disparate treatment, or other charges of discrimination. Additionally, this division offers mediation/alternate dispute resolution and counseling services to promote a working environment where employees of all backgrounds and abilities are treated with dignity and respect.

Broadcast & Cable Services provides information on services and news about Fulton County Government to Fulton County residents via television programming on the County's Comcast Access station, and oversees the County's Cable Franchise Agreements. The Broadcast Division produces a number of original programs and provides live television coverage of the Board of Commissioners meetings. The Cable Division serves as a point of contact for residents with customer service issues with Comcast Cable and ensures that the Comcast Cable complies with the County's Franchise Agreements.

The Office of the Child Attorney provides legal representation at all stages of deprivation and termination of parental rights proceedings to children alleged to be neglected or abused who are brought before the Fulton County Juvenile Court. The Attorneys, Investigative and Social Work staff ensure zealous advocacy for the service needs of our clients and their families to further their safety, permanency and well-being. The Office ensures that the legal custodians provide for our client's physical, mental and educational needs.

The Office of Internal Audit is an independent, objective assurance and consulting activity designed to add value and improve the organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The Office of Internal Audit receives special request (performance, compliance, and operational audits from the Board of Commissioners and the County Manager. The Office of Internal Audit reports directly to the County Manager. This organizational structure maintains the department's independence and promotes broad audit coverage.

The Department of Economic Development has as its mission the facilitation of a sustainable economic development environment which is investment-friendly and proactive in advancing, elevating and activating a sustainable 21st century economic base/tax base for Fulton County.

The mission of organically growing the tax base will be accomplished through increasing proactive approaches to increasing the county equalized value (CEV) through (a) increased business retention and expansion (b) increased building construction, modernization, adaptive reuse and renovation, (c) increased business recruitment and attraction, (d) increased building construction and reconstruction, and (e) serial organic entrepreneurial creation, development and growth.

The focus is centered on a systems approach to a sustainable economic development delivery system from within by maximizing convergence, integration and connectivity to every department of county government. Externally, the connectivity of the system is to every city, town, and unincorporated area, economic development, community development, downtown, industrial park, Business Park, Technology Park, educational institution, neighborhood and other community assets.

Antonio Johnson, County Marshal
160 Pryor Street, S.W.
Suite J-102
Atlanta, Georgia 30303
404-730-4451

Court Security/DUI Court Support

The Court Security Division provides for the safe and orderly conduct of visitors during courtroom sessions and the operation of the courts while providing security during hearings and trials in the Magistrate Court of Fulton County for the judiciary, staff and users of the courts. The DUI Court Support Team is responsible for participant accountability of post-conviction treatment of those who have multiple violations of DUI or alcohol and/or other intoxicants.

Criminal Warrants/GCIC

The Marshal's Criminal Warrants Program is responsible for the enforcement of Probation Warrants and Magistrate Criminal Warrants as issued by the Court to locate defendants. Deputies apprehend and arrest defendants that have been charged with felony or misdemeanor offenses committed within Fulton County. The GCIC function allows FCMD to maintain a statewide net to find individuals with outstanding Magistrate and Probation warrants.

Field Operations

The Marshal's Field Operations Program includes the Evictions/Dispossessory and Civil Process Divisions which provides enforcement and service of writs throughout the 14 municipalities of Fulton County that are issued by the State and Magistrate Courts of Fulton County. The Evictions/Dispossessory Div enforces writs to remove persons and possessions from premises through eviction of tenants. Deputies serve dispossessory notices and supervise the removal of persons and possessions from premises throughout Fulton County. These evictions may involve drug houses or other places of criminal activity. The Civil Process Div serves the court orders and documents. Deputies collect funds; conduct auctions; turn over foreclosed property, levy personal or real property for the purpose of satisfying judgments awarded by the court.

Headquarters

The Marshal's Department Headquarters is responsible for the centralized command, support and management of the daily operations of the Department.

Paul L. Howard, Jr., District Attorney
136 Pryor Street, S.W.
Suite 301
Atlanta, Georgia 30303
404-730-4981

Appeals Program

The Appeals Division is responsible for representing the State of Georgia through the appellate process in the higher courts of the State and sometimes in the federal judicial system. In many instances, the prosecution of a criminal case does not end with a conviction at trial, especially death penalty cases. Appellate attorneys are also closely involved with the prosecution of death penalty cases, providing oversight to ensure compliance with Georgia's death penalty statute. Appellate attorneys also provide research and legal assistance for Trial attorneys handling complex cases. The enactment of O.C.G.A. § 35-1-37 (d) which created an administrative procedure for expungement of records is also handled in the Appeals Division. Appellate attorneys handle open records requests and record expungement petitions and the Deputy who oversees the division also coordinates the student intern program.

Trial Program

The Office of the District Attorney is responsible for representing the State of Georgia in all criminal cases before the Superior Court of Fulton County, as well as all criminal cases appealed from the Superior Courts to the Supreme Court of Georgia and the Georgia Court of Appeals. The District Attorney prosecutes all crimes committed by juveniles, conducts civil forfeiture proceedings, enforces child support awards, validates all bonds issued by the State of Georgia, Fulton County or any municipality or authority of Fulton County, and serves as advisor to the Grand Jury. Felony prosecution includes screening and charging, investigations, assistance to victims, trial work, appeals and administrative support. Within the Trial Program there are several components:

The Complaint Room

The Complaint Room provides a proven method of screening cases and making charging decisions on felonies at the earliest possible time subsequent to an arrest through its use of immediate communication between the police and prosecutors concerning the details of the incident that led to the arrest. This process ensures that the District Attorney actively and meaningfully participates in the screening and charging decision of all felony cases at the earliest possible time. Every felony arrest in Fulton County is processed through the Complaint Room. This has resulted in better case quality which leads to increased convictions and a substantial decrease in case processing times.

The Complaint Room process has also influenced a dramatic re-allocation of police resources from mandatory court appearances to managed "front-end" case documentation. Additionally, it has provided a significant increase in the beneficial interaction between police officers and prosecutors when criminal cases are first being made against arrestees, resulting in an enhanced quality of cases accepted for prosecution and a consequential increase in the length of sentences for defendants – especially those convicted of drug crimes and repeat offenses.

Community Prosecution

The Community Prosecution Program seeks to strengthen relationships and build new partnerships between the District Attorney's Office and communities in which crime is diminishing the quality of life. This is accomplished by establishing satellite offices within various communities and working closely with the community leaders, schools, area businesses and faith-based institutions to develop long-term strategies to address their unique crime problems. The District Attorney's Office currently has Community Prosecution Offices in Zones 1, 2, 3, 4 and 5 of the Atlanta Police Department as well as North and South Fulton.

Within Community Prosecution, there are two prevention programs:

- **Legal Lives:** Project Legal Lives is a law-related education program that brings the criminal justice system into elementary school classrooms. It is designed to teach children about the law, the legal process, the criminal justice system, and the values on which these institutions are based. Legal Lives seeks to prevent juvenile delinquency through the development of critical and analytical thinking skills at this crucial developmental stage when children are beginning to make decisions that will impact the rest of their lives. This program is funded through the Local Law Enforcement Block Grant.
- **The Junior District Attorney's Program:** The Junior District Attorney's Program is a crime-prevention and educational program designed to provide middle school students with an overview of the criminal justice system by allowing them to observe its actual operation. The program accepts rising sixth-grade students from selected Atlanta and Fulton County Public Schools. During the month of July, these students come to the Fulton county Government Center twice weekly to observe the criminal justice system at work. In addition, students visit other departments within Fulton County and participate in field trips to Atlanta City Hall, the state Capitol and the Governor's Office. This program is funded by the Local Law Enforcement Block Grant.

Non Complex Division

The Non Complex Section is responsible for the investigation and prosecution of non-violent felony offenses drug offenses, theft, obstruction, etc.

Standard Division

Standard Division is responsible for the investigation and prosecution of burglaries and aggravated assaults. Most of the domestic violence-related cases are handled within the Standard Division.

Complex Division

The Complex Division is responsible for the investigation and prosecution of all other felonies that are not handled by one of the specialized prosecution teams.

Investigations

The Investigation Unit assists attorneys in gathering information necessary for the effective and successful prosecution of felony cases. The unit's duties include locating and interviewing witnesses and victims, delivering subpoenas and coordinating travel arrangements for victims and witnesses.

Public Integrity

Public Integrity is responsible for conducting both reactive and proactive investigations of public corruption and corruption within the criminal justice system of Fulton County. Public corruption generally includes criminal behavior by public servants in the performance of their official duties at all levels of government within the county. These criminal acts include, but are not limited to, the penal law crimes of larceny, bribery, perjury, falsifying business records, officials misconduct and criminal violations of the election law, general municipal law, and civil service.

The Violent Offenders' Division

The Violent Offenders' Division is devoted exclusively to the prosecution of major felonies, primarily homicides. Within the division, there are three units: the Cold Case Squad, The Major Felony Unit and the Gang Unit. These units work closely with law enforcement officers and provide guidance and evidence gathering direction during the early stages of investigation. Whenever possible, the same prosecutor processes the case from inception to trial (vertical prosecution).

- **The Cold Case Squad:** A cold case is any criminal investigation by a law enforcement agency that has not been solved for at least one year and as a result, has been closed from further regular investigation. The squad began as part of a multi-jurisdictional effort by the Fulton County District Attorney's Office, Fulton County Police Department, Fulton County Sheriff's Department, the Atlanta Police Department and the East Point Police Department to focus solely on the investigation and resolution of unsolved murder cases. The team operates under the auspices of the District Attorney's Office and pours through old case files, locating old witnesses and identifying new ones. Advances made in DNA technology are breathing new life into evidence that was of limited value when the crimes were committed.
- **The Gang Unit:** The gang unit is responsible for the prosecution of any crime that is part of an organized criminal enterprise. The majority of cases involve robbery, followed by homicide, assault and burglary.
- **The Major Felony Unit:** The Major Felony Unit is responsible for the prosecution of major felonies, homicides and death penalty cases.

Crimes against Women & Children

The Crimes against Women and Children's Unit investigates and prosecutes cases of rape, sexual assault, and extreme cases of child abuse and child molestation.

White Collar Crime

The White Collar Unit investigates and prosecutes thefts in excess of \$50,000, computer-related crimes and other significant cases involving deception and fraud. This unit also coordinates asset forfeitures.

Victim/Witness Assistance

The Victim Witness Program performs two functions: (1) the provision of State mandated services to felony crime victims in Fulton County; and (2) support to Assistant District Attorneys in the prosecution of cases by acting as a liaison between the attorneys and victims. Assistance may be in the form of counseling, assistance with victim compensation and/or victim impact forms.

Juvenile Program

The Juvenile Unit represents the State in delinquency cases involving both misdemeanor and felony offenses. Cases are disposed of by trial, plea, dead docket, dismissal or adjustment by the Juvenile Court. The role of the District Attorney's Office is to act in the best interests of the child by seeking rehabilitation while still protecting the community.

Victim Witness Funds

The original statute passed by the Georgia General Assembly in 1995 as O.C.G.A. §15-21-130-134 (Article 8 Funding for Local Victim Assistance Programs) provided funding for local victim assistance programs through the imposition of an additional penalty equal to 5 percent of the original fine imposed on any criminal offense or any criminal ordinance violation in any court of this state, or any municipality or political subdivision of the state. Funds derived through these Local Victim Assistance Add-On Fines are referred also as “five percent funds.” In Fulton County, these funds are used to provide funding to the Victim Assistance Programs (See Victim/Witness Assistance).

Angela J. Barrett, Director
130 Peachtree Street
Suite 3147
Atlanta, Georgia 30303
404-730-7900

Office of the Director

The Director provides command, administration, control, and direction of the Emergency Communications E-911 Department.

Emergency Communications

Emergency Communications depends upon radio and telephone communications to receive requests for service from the public and to request assistance for emergency “911” calls, non-emergency calls, and radio dispatch services for Fulton County’s Police, Sheriff, and Marshal Departments, and Emergency Medical Services. The Fulton County Emergency Communications Department operates and maintains the 800 MHz trunked radio system which serves more than 10,646 users throughout Fulton County, including Fulton County Police, Fire, Sheriff, Marshal, District Attorney, Solicitor General, Public Works, General Services and Human Services, as well as Rural/Metro EMS, Fulton County Board of Education, National Park Services, and the cities of Chattahoochee Hills, Fairburn, Palmetto, Alpharetta, Johns Creek, Milton, Mountain Park, Roswell, and Sandy Springs.

The Enhanced “911” Emergency Telephone Number System provides the communications personnel with the name, address, and telephone number of the caller. All pertinent information on any “911” calls placed within Fulton County is maintained. Operation of the center is on a 24-hour basis, 365 days per year. The department receives citizens’ requests for service and/or complaints, processes requests and monitors Police, Fire, Sheriff, Marshal and EMS activities and dispatches emergency units. The Emergency Medical Priority Dispatch System is employed to process medical calls and provide callers with pre-arrival instructions. The Police, Sheriff, and Marshals’ Departments are provided management and activity reports derived from dispatching information, which can be used to formulate and prioritize patrol of communities and security of residents.

Support Services Division

The Support Services section is responsible for training and certifications of all employees, quality assurance, and GIS. The Training Unit is responsible for evaluating departmental in-service training needs, selecting courses, and scheduling employees for training, and career development. The quality improvement unit is responsible for maintaining Emergency Medical Dispatch standards, determining risk categories, re-certifications for Cardiopulmonary Resuscitation (CPR) Certification, and Emergency Medical Dispatch (EMD) training.

Operational Services Division

The Call Taking section of the Operational Services Division receives, screens, and classifies 911 emergency and non-emergency calls for medical, police, fire, and the other public safety services, and initiates appropriate action. The 911 Call Taking function supports early access to Emergency Services

the County provides. As a separate function from that of call taking, the Dispatch section assigns incoming requests for service to field units, manages the use of the radio talk groups, and utilizes computer information systems to provide clearance checks on subjects, vehicles, and other property to the Police, Sheriff, and Marshal's field units. The dispatcher provides primary communications for public safety personnel.

Administrative Services Division

The Administrative Section coordinates the human resource functions of the Department, including maintaining all departmental personnel and payroll records, preparation and implementation of the biweekly payroll. The Administrative Section is also responsible for the coordination of the procurement functions, development and administration of the department's budget, responding to open records requests, administrative studies, prepares narrative, and statistical reports and represents the department on various committees, meetings, hearings and presentations. The administrative services division staff also coordinates the hiring and recruitment process to include internal examinations, oral interviews, and medical evaluations.

David Ricks, Director
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MISSION: The mission of Facilities & Transportation Services Department is to plan, build and manage facilities and transportation assets to provide cost-effective, customer-driven goods and services. To proactively facilitate the needs of our internal and external customers while providing exceptional customer service.

DESCRIPTION: The Facilities & Transportation Services Department (FTS) administrative organization consists of one Director and seven (7) Assistant Directors. FTS is responsible for building maintenance, grounds keeping, construction, road transportation, solid waste, renovation of all County-owned facilities, management of the Fulton County Airport, managing the County's fixed assets and the County transportation fleet along with land sales, leases, and acquisition. Additionally, we have responsibility for Jail Services and several administrative functions including the Budget, Procurement and Human Resources Divisions which report to the Director. Specific functions within these divisions are described below:

Operations Division

- **Central Fulton Service Area**

The Central Fulton Service Area is comprised of facilities within the general downtown area servicing the needs of the citizens of Fulton County. Facilities include: Fulton County Courts, Juvenile Court, the Fulton County Government Center, libraries, medical centers, and senior centers, the Medical Examiner's Office, the Public Defender's Office, and the Fulton County Jail Complex.

The Central Fulton team provides specialized, comprehensive facility management services including preventive, corrective, emergency maintenance, cleaning services, locksmith and sign services for all of the major building systems and equipment in these facilities.

Services are provided by in-house staff and subcontractors. Members of the Central Fulton Team also provide support services for atrium management, various court training endeavors, and other local and state jurisdictions. The Central Fulton Service area serves as liaison and provides support for capital improvement planning, risk management and assessment, and compliance with all applicable federal, state, and local codes, regulations, ordinances, and regulatory agencies.

Address: Government Center, 141 Pryor St., SW Suite G-032, Atlanta, GA 30303

Phone number: 404-612-5900

- **Greater Fulton Service Area**

The Greater Fulton Service Area provides the in-house staff and contract management for all Fulton County locations outside of the downtown Atlanta area including libraries, health center, and senior centers and provides Facility Manager Assistance at the South Service center. The maintenance staff performs all corrective, preventive, and emergency mechanical services, HVAC maintenance, structural maintenance, electrical maintenance, and plumbing services. Our facilities staff maintains the North and South Annex buildings providing complete facility management of these locations as well as meeting room scheduling and customer relations for county residents. Facility staff also provides vital oversight, inspections and management of building environments for all at-large Fulton County sites.

Address: Government Center, 141 Pryor St. SW, Suite G-032, Atlanta, GA 30303

Phone number: 404-612-5900

- **Grounds Management Services**

Grounds Management is a sub-division of the Greater Fulton Service area, consisting of eight (8) crews who provide lawn care and maintenance, right-of-way and curb-side maintenance, and tree, hedge and shrubbery maintenance to 119 sites throughout Fulton County.

Address: 125 Willis Mill Road, Atlanta, GA 30311

Phone number: 404-612-0843

- **Operations Support Area**

The Operations Support team provides support services to the Central and Greater Fulton Service Areas, including material management services, commercial film/video support, parking program management, specialized floor and carpet care, metal refinishing, window washing, moving services, vector control, solid waste management, recycling program management, locksmith services and sign-making services. In addition to these support services, this division also provides:

Address: - 125 Willis Mill Road, Atlanta, GA 30311

Phone number: 404-613-0850

- **Atrium Management Services**

Atrium Management markets the Government Center Atrium to citizens and organizations in the Metropolitan Atlanta Area to hold events on a fee-paid basis. The unit creates promotional materials, coordinates maintenance, security, and custodial support for all events held in the Atrium. The unit maintains resource listing of commercial caterers and support activities customers use. For additional information, see: http://myfultoncountyga.com/departments/gen_svs_div_T370_R10.html

Address: Government Center, 141 Pryor St. SW, Suite G-119, Atlanta, GA 30303

Phone number: 404-612-5900

- **Electronics and Alarm Services**

The electronics and alarm services staff provides installation, maintenance, and monitoring of electronics equipment and systems in County buildings. This includes building alarm systems, CCTV and surveillance systems, metal detectors, and x-ray machines, and both fixed and portable PA systems. The unit provides public address system set up in support of indoor and outdoor County-sponsored functions.

Address: Fulton County Airport - 3929 Aviation Circle, Bldg A, Atlanta, GA 30336

Phone number: 404-612-4220

Building Construction:

The construction division provides resources for the planning, implementation and reporting for new Fulton County facility capital projects in unified management with departments and consultants to achieve completion of projects on time, at the most efficient cost, and with the highest quality and safety standards. Services include management of the organization for project planning, budgeting, design, and construction, monitoring and reporting.

Address: Government Center, Suite 8053, 141 Pryor St., SW, Atlanta, GA 30303

Phone number: 404-612-3772

- **Facility Engineering**

This unit provides project management for all repair, renovation and minor construction projects funded by the County. The unit also provides technical support to in-house maintenance sections. Performs technical design review and construction support for new construction projects.

Address: FAA Building, Fulton County Airport, 3977 Aviation Circle, Atlanta, GA 30336

Phone number: 404-612-5736

- **Energy Management**

Researches, recommends, designs, and manages the installation of energy conservation projects to include lighting, heating, ventilation and air-conditioning, electrical, and mechanical systems in County facilities.

Address: FAA Building, Fulton County Airport, 3977 Aviation Circle, Atlanta, GA 30336

Phone number: 404-612-4817

- **Building Evacuation Program**

The program assists Fulton County Departments and Agencies in the development and implementation of building evacuation plans for County facilities, including training of key personnel and scheduling/conducting annual evacuation drills for each facility.

Address: Government Center, 141 Pryor St. SW, Suite G-119, Atlanta, GA 30303

Phone number: 404-612-5900

- **Grounds Design & Construction**

The unit designs landscape, drainage, and other site improvements for County facilities. It implements many projects with in-house construction crew. The unit also manages contracts for fencing, parking lot maintenance and other site related items. Reviews design documents for new County facilities.

Address: Grounds Building, 125 Willis Mill Rd., Atlanta, GA 30311

Phone number: 404-612-4817

- **Jail Services:**

The Facilities & Transportation Services Department assumed principal responsibility for Operations and Maintenance (O&M) of the Fulton County Jail on October 1, 2005. A Federal Court Judge ordered this transfer of responsibility. Facilities & Transportation Services manages the O&M contract services which include day to day management of the comprehensive facility maintenance program; operation and maintenance of all mechanical, electrical, and HVAC equipment;

maintenance of all architectural and structural components; carpet repair and replacement; appliance repair, roofing repair, and grease trap maintenance; fire extinguishers, alarms, and suppression systems; all exterior lighting and intrusion alarm systems; elevators and vertical transportation systems; trash removal and recycling; and maintenance of propane systems and diesel systems including tanks and pumps.

Address: Government Center, Suite 8053, 141 Pryor St., SW, Atlanta, GA 30303

Phone number: 404-612-3772

Services Division

- **Aviation Management**

The aviation management team provides oversight for airport tenants and ensures the maintenance of all Fulton County Airport buildings, access roads, runways, airfield lights, ramps, hangars, and parking lots at the Fulton County Airport - Brown Field. Airfield information is available at:

www.airnav.com/airport/FTY

Address: 3952 Aviation Circle, Room 200, Atlanta, GA 30336

Phone number: 404-699-4200

- **Land Division**

The Land Division performs all real estate related functions for Fulton County including acquiring, leasing, managing, and disposing of real property rights as required by the County and its agencies, such as easements and fee simple rights for right of ways, sidewalks, roadways, sewer and water systems, land for building and construction projects, including all negotiations and actions through closing of all transactions, including facilitating board approved condemnation actions.

Address: Government Center, 141 Pryor St. SW, Suite 8021, Atlanta, GA 30303

Phone number: 404-612-7870

- **Transportation**

Transportation and Logistics consists of five units that assist the County by managing vehicular and fixed assets, and provides transportation services to County staff.

- **Fleet Management**

The unit provides guidance for county-wide vehicle acquisition. Also provides preventive maintenance, inspections and comprehensive repairs for most of the county's fleet of small and heavy vehicles and equipment.

Address: 895 Marietta Blvd., Atlanta, GA 30318

Phone number: 404-792-4940

- **Fixed Assets Management**

The unit provides employees and officials with high quality services which include data management and accountability, assistance pertaining to fixed assets for each department/agency in the county, physical inventory of all fixed assets, periodic reports of fixed assets, vehicle and heavy equipment receiving, county vehicle tag and title records management, and disposal of county vehicles and heavy equipment through public auctions. Also manages the county's alternative fuel/low emission vehicle programs.

Address: Government Center, 141 Pryor St. SW, Suite G-118, Atlanta, GA 30303

Phone number: 404-612-6519

- **Transportation Services**

Transportation Services provides employees, officials, and county residents with high quality, common user, transportation services and support. These include car pool, shuttle bus, special passenger movements by bus and van, and commuter parking and commuting options.

Address: Government Center, 141 Pryor St. SW, Suite G-118, Atlanta, GA 30303

Phone number: 404-612-6516 or 6515

- **Central Receiving**

Central Receiving provides a number of common-user supply services County-wide. Supply services include receiving, quality control, warehousing and storage, distribution, furniture assembly and minor repairs, disposal of County equipment, materials and supplies, public auctions, and retail sales of office and bulk supplies.

Address: 79 Milton Ave., Atlanta, GA 30315

Phone number: 404-730-5388/5378

- **Transportation Infrastructure**

These work units conduct routine evaluations and maintenance of roads, bridges and stormwater facilities according to established performance and safety standards. Maintenance inventory includes over 606 miles of roads and 48 bridges.

- **Traffic Operation**

Traffic Operation is responsible for operating and maintaining the Fulton County Traffic Control Center, providing zoning recommendations, conducting engineering and operational safety studies, installing and maintaining traffic signals, manufacturing and installing street signs, roadway markings, and deploying neighborhood traffic calming devices.

- **Transportation Planning & CIP**

Transportation is responsible for the planning, engineering and construction of transportation facilities including bridges, road widening, intersection improvements, streetscapes, and bike and pedestrian paths in the Capital Improvement Program.

- **Solid Waste Management**

The Solid Waste Management Unit is responsible for managing the county's solid waste resources and facilities. This includes managing the post closure permits of the county's two closed municipal solid waste landfills, providing solid waste collection and disposal services to residents in unincorporated Fulton County, operating the Merk Miles drop-off facility and composting site, along with providing all lease administration duties associated with the private golf course venture operating at the Morgan Falls landfill property. The solid waste program is also tasked with implementing the Fulton County Solid Waste Collection and Disposal Ordinance which permits and provides for enforcement regulations for private solid waste service providers operating in unincorporated Fulton County.

- **Budget & Procurement Management**

This unit develops and executes the annual budget, and is responsible for more than 400 annual and one-time purchase orders from specification development through purchase order closeout for all Facilities & Transportation Services Department divisions and areas. The unit also provides contract management, and a full range of accounts payable and receivable services to the department.

Address: Government Center, 141 Pryor St. SW, Suite G-119, Atlanta, GA 30303

Phone number: 404-612-5900

- **Contract Administration**

Contract Administration is responsible for administering and overseeing contracts for express mail, package pickup and delivery services (for County), food service for the Government, Judicial Center Complexes and Juvenile Court facility, print, reprographics, mail and courier services and vending services. The vending services contract generates annual revenue for the employees' fund.

Address: Government Center, 141 Pryor St. SW, Suite G-119, Atlanta, GA 30303

Phone number: 404-612-5900

- **Human Resources Management**

This unit provides personnel services and payroll processing for 378 Department personnel, coordinates and processes employee training requests, manages and oversees department's employment and discipline activities, and disseminates personnel-related information and regulations. The unit also coordinates and conducts interviews and maintains vital statistics and records essential to the overall efficiency of the department's services.

Address: Government Center, 141 Pryor St. SW, Suite G-119, Atlanta, GA 30303

Phone number: 404-612-5900

- **Library Capital Program**

The Atlanta-Fulton Public Library System's Capital Improvement Program is a \$275M Bond Referendum funded Facility Master Plan. This Capital Improvement Plan involves the renovation or expansion of 25 existing branches and building eight (8) new branch libraries. The project management is being coordinated between several County Departments with an internal Asst. Director of Building Engineering having lead project oversight responsibility. An external Program Management Consultant Team was retained to provide day-to-day project management oversight.

Glenene Lanier, Director
5710 Stonewall Tell Road
College Park, Ga 30349
770-774-7803

Administration

The Fulton County Department of Family & Children Services is a division under the Georgia Department of Human Services. Fulton County provides a cash-match allocation from the General Fund for programs that determine eligibility for Temporary Assistance for Needy Families (TANF), Medicaid, Food Stamps, Social Services (Title XX), General Assistance, Energy Assistance, Indigent Burials, and Refugee Assistance.

The programs predominantly funded by the county are the Family Resource Center, General Assistance, Indigent Burials, and Child Care.

Economic Support Services: General Assistance

General Assistance provides interim cash payments (emergency grants) to disabled and ill adults pending Social Security Administration's disability claim determination. Only citizens who provide medical evidence that they are unable to work for more than two months can qualify for assistance. This is an optional county program to prevent eviction and support the disabled.

Service Center	Address	City	Main Phone
Central City/North	84 Walton Street	Atlanta	404-657-8000
Northwest	1249 Hollowell Pkwy.	Atlanta	404-206-5600
North Fulton	6075 Roswell Road	Alpharetta	404-252-2180
South Fulton	5710 Stonewall Tell Rd.	College Park	770-774-7500
Southwest	515 Fairburn Road	Atlanta	404-505-3907

Indigent Burials

Fulton County provides for a dignified interment of deceased indigents. The decedent's family has the opportunity to use a funeral home of their choice, provided the funeral home is in the Atlanta Metro Area and has agreed to the terms and conditions set forth by DFACS. When a request for burial is received, DFACS reviews the indigence status of the individual as well as the financial status of family members according to the rules and regulations of that department.

Northwest	1249 Hollowell Pkwy.	Atlanta	404-206-5600
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Childcare

This program subsidizes the child care needs of employed Fulton County constituents unable to access state funded Child and Parent Services (CAPS).

Service Center	Address	City	Main Phone
Central City/North	84 Walton Street	Atlanta	404-657-8000
Northwest	1249 Hollowell Pkwy.	Atlanta	404-206-5600
North Fulton	6075 Roswell Road	Alpharetta	404-252-2180
South Fulton	5710 Stonewall Tell Rd.	College Park	770-774-7500
Southwest	515 Fairburn Road	Atlanta	404-505-3907

The Family Resource Center

The Family Resource Center houses the twenty-four hour single entry point for the child welfare system. The center operates year round in collaboration with public and private partners to provide services to children who have abuse or neglected.

Family Resource Center	2836 Springdale Road	Atlanta	404-762-4000
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Patrick J. O'Connor, Director
141 Pryor Street, S.W.
Suite 7001
Atlanta, Georgia 30303
404-730-7600

Accounts Payable

Accounts Payable ensures accurate and timely disbursement of county funds to vendors who have provided commodities and services in accordance with Fulton County policies and procedures. The division assists with administering the County's Purchasing Card program to assure policy compliance and coordinates funds availability before disbursement. The division is responsible for managing the travel and training requirements for the County and also coordinates and provides county wide system training and support to end-users. The division assists with the yearly audits of payables and retention schedules and also prepares the State of Georgia Department of Community Affairs annual report of revenues and expenditures.

Administration

The Administration Division provides general direction and guidance for the Finance Department and coordinates the activities of all operating units. This Division has three main units which are responsible for Payroll, Procurement, and Human Resources functions. The Payroll Unit processes all personnel transactions. It also keeps official employee records, and inputs biweekly departmental payroll into the AMS System for employees of the Finance Department. The Procurement Unit orders and replenishes office supplies needed to run the department efficiently. Additionally, the Procurement Unit processes all travel and training requests for the entire department.

The Administration Division also handles Human Resource functions and is responsible for investigating EEO matters, EEOC complaints, employee grievances, and preparing written departmental response documents. This division liaises between the Office of Equal Employment Opportunity, Personnel, and Legal on behalf of the Finance Department relative to Personnel matters as needed. Administration is also responsible for overseeing, coordinating, and responding to all legal inquiries such as Requests for Production of Documents and Open Records Requests.

Another key function of the Administration Division is to ensure that each Division of the Finance Department submits budgetary documentation within the guide dollar amount provided. In this process, Administration ensures that the departmental budget is in balance and is accurately entered into the Performance Budget System annually. It also reviews the overall departmental budget to ensure that amounts requested are sufficient to cover departmental needs, and makes recommendations as needed for increases or decreases in the departmental budget. In addition to its range of functions, the Administration Division also processes new contracts and contract renewals for the department.

Budget

The Budget Division conducts a budget process which culminates with the adoption of the Fulton County annual budget, as well as recommendations providing guidance to elected officials as policies are established. Budget also assists in planning and facilitating programs that respond to the priority needs of the county, as defined by the Board of Commissioners, County Manager and Fulton County departments. This division provides technical assistance to departments in identifying, validating and making budget recommendations relative to any requested funding for program modifications, expansions, or reductions.

Cash Management//Business License

Cash Management is responsible for the booking of all cash receipts for the County, and processing all bank deposits ensuring timely receipting of the funds. The division is also responsible for ensuring all bank accounts utilize fraud prevention services where available to minimize the risk of fraudulent transactions being processed against the County bank accounts. The division also researches all reconciling items on the bank accounts to ensure they are cleared in a timely manner in order to further minimize the risk associated with unauthorized transactions.

The Cash management division is also responsible for the investment of all county cash and investments with the primary objectives in order of importance being safety, liquidity, and yield.

The division is also responsible for the cash flow forecasting to ensure appropriate liquidity is maintained to meet daily operating cash needs. Cash Management also acts as a liaison to other departments to assist in any treasury related banking initiatives in streamlining processes and managing working capital.

The Cash Management department is also responsible for Business License by accepting new and renewal business license applications, computing and processing license fees, billing on delinquent accounts, posting applications and payments, and setting up accounts for new customers. This division issues licenses, enforces business license ordinances, reviews available internal controls to properly account for revenues collected and serves customers more effectively. This division also performs reviews of financial records of business establishments that have Fulton County business licenses to assure compliance with state and county regulations and ordinances. Business License also conducts audits of various companies throughout Fulton County ensuring compliance with current laws and rendering the correct amount of taxes due.

Employee Benefits

Employee Benefits Division administers the benefits offered to all county employees. This division ensures that benefits are implemented, costs are monitored and the cost/benefit is measured for the core benefits of health, life, prescription drug, dental, vision and long term disability insurances. The division also coordinates benefit communication with participants and orients new hires to the benefits offered.

Employee Benefits manages the 401(a) defined contribution retirement plan, develops the agenda for quarterly Defined Contribution Committee meetings and works with vendor representatives to ensure that participants are well advised in the investment risks and opportunities. The division also manages the 457(b) deferred compensation program.

The division determines eligibility for participation and coordinates COBRA continuation coverage for those individuals who would otherwise lose coverage. All participant information is maintained in the CGI Advantage enterprise resource planning information system.

Finally, the division ensures compliance with statutes and regulations, including the Internal Revenue Code.

General Accounting

General Accounting is responsible for providing government-wide accounting and financial reporting services to internal and external users. This program prepares and coordinates the Comprehensive Annual Financial report (CAFR). The statements are prepared in conformity with GAAP and with standards set forth by the GASB, the AICPA and the GFOA. General Accounting is responsible for maintaining the capital asset subsystem and the debt database. General accounting is also responsible for posting of the regular payrolls, election payrolls and the pension payrolls (which includes all payroll vendor payments), reconciling the County's bank accounts, and general ledger maintenance. This program prepares all correcting entries and all interdepartmental reimbursements and payments.

Grant Accounting

Grants Management oversees the County's process of securing reimbursements on all federal, state, and local grant awards. This program advises and monitors the County's various departments on various compliance requirements, especially those pertaining to financial transactions. This program prepares and coordinates the A-133 Single Audit, which is required annually by the federal government, the DHR reports, and the Local Assistance Grant Certification Forms. Also, this program is responsible for coordinating the annual A-87 and Full Cost Allocation Plans. Additionally, this program oversees the County's Pre-Award grant application process.

Meter Reading

Meter Reading provides timely and accurate water meter reads. The meter readers are the first and one of the most important operations to a successful utility billing system. Their commitment to accuracy is critical to having reliable billing for our customers.

Payroll

Payroll is responsible for the daily transactions to ensure that all payroll checks and vendor checks are issued timely and accurately. Payroll processes changes in tax withholdings, 457 deferrals and complies with garnishments, child support orders and tax levies. Payroll provides W-2 forms annually and completes required reporting to federal and state authorities. This unit must maintain compliance with all federal, state, and local laws.

Pension

Pension administers pension services for all active permanent employees and processes accurate payroll for all Fulton County retirees in a timely and efficient manner, according to state and county codes. This division administers benefits of retirees in accordance to established policies and procedures and maintains the minutes of all Pension Board meetings.

The Pension Office coordinates the election of board members. The Pension Office provides data for the annual actuarial valuation and annual audit. Other activities include the provision of estimates to active participants and conducting pre-retirement planning workshops. The Pension Office processes life insurance claims of retirees and is also a resource for retirees for their many questions.

Revenue Collection

Revenue Collection is responsible for collecting and accounting for all revenues of Fulton County. Additionally, this unit is responsible for maximizing the use of revenues by minimizing the time period between the receipt of revenue and its investment.

Risk Management

Fulton County's Risk Management-Workers Compensation Division manages the County's exposure to risk and risk financing through a combination of Risk Assessment, Program Implementation, Risk Transfer and Program Monitoring techniques. This comprehensive program provides optimum protection of the County's financial/human resources, while reducing the accident/claim frequency and severity. The Risk Management-Workers Compensation Division operates an internal Recovery/Subrogation and Subsequent Injury Trust Fund (SITF) Program, which obtains financial recovery from responsible parties for liability and workers' compensation claims involving damage to County assets/property and prior workplace employees injuries.

Risk Manager will work with our Insurance/Surety Broker partner to effective market and procure insurance coverages/policies which are designed to provide financial protection from claims/losses which could have a significant financial impact on County assets and/or resources. Insurance policies procured by the County include, but are not limited to, Commercial Property, Excess Public Entity Liability, Airport Owner/ Operator Liability, Trust Fiduciary Liability, Crime and Owner Controlled Insurance Program (OCIP).

Risk Management/Workers Compensation has an internal staff of claims professionals, responsible for the claims administration/handling of the County's Self-Funded programs which include:

- Automobile Liability
- Automobile Physical Damage
- Workers Compensation
- General Liability (Nuisance Claims)

The Workers Compensation safety staff provides ongoing employee/supervisor safety and hazard identification training. These safety professionals also perform workplace (ergonomic) assessments, accident investigations, defensive driver training and assist departments in providing modified transitional duty for injured employees.

Water and Sewer Billing and Collection

Water and Sewer billing provides timely and accurate billing for water and sewer service. Water and Sewer personnel strive to be knowledgeable about the billing application to better serve our customers and answer their questions. They also ensure that the billing data is correct to ensure that bills are accurate so the County has a reliable revenue source to offset the operating expenses and debt service requirements of the System. In addition they strive to provide exceptional customer service to all who receive services from Fulton County Water and Sewer.

Worker's Compensation

Worker's Compensation control and provides cost effective administration to reduce the cost of claims with investigations, training, and work place changes to prevent accidents.

Larry Few, Fire Chief
Fulton County Fire Department Headquarters
5440 Fulton Industrial Boulevard
Atlanta, Georgia 30336
404-612-5700

Office of the Fire Chief:

The Office of the Fire Chief provides strategy, vision, direction and coordination, which is necessary for the Fire Department to fulfill its mission.

Fire and EMS Operations Section:

The Fire and EMS Section is responsible for providing fire suppression services, emergency medical services, hazardous material response, technical rescue response and assistance in other types of emergencies. The coverage area is of unincorporated Fulton County. These services are provided through a network of stations, each equipped with one or more emergency response vehicles, staffed with Firefighters, Captains and Battalion Chiefs. The Training Division is responsible for all of the departmental training needs, which include driver certification, officer development and various specialized training in hazardous material, technical rope rescue and emergency medical related courses.

Station # 1	Red Oak	5165 Welcome All Road	College Park
Station # 3	Cliftondale	4035 Stonewall Tell Road	College Park
Station #5	Pine Ridge	3175 Bethdsaida Road	Fairburn
Station #7	Midway	5965 Buffington Road	College Park
Station #9	Rico	6615 Rico Road	Palmetto
Station #11	Fulton Indust.	4760 Fulton Industrial Blvd	Atlanta
Station # 13	Fulton Indust.	5980 Plummer Road	Atlanta
Station #15	Palmetto	8320 Gullatt Road	Palmetto
Station # 17	Cedar Grove	8675 Ridge Road	Fairburn
Station # 19	Charlie Brown	3965 Aero Drive	Atlanta
Station # 23	Cascade	4121 Cascade Road	Atlanta

Community Risk Reduction/Support Services Section:

The Community Risk Reduction Section manages and directs the operations of the Hazard Mitigation Division. The Hazard Mitigation Division includes the Inspections Unit, which enforces appropriate statutes, ordinances, and regulations related to fire, explosion and ADA requirements. The Fire Marshal insures code compliance by reviewing plans of proposed new construction or modifications to existing buildings. This includes the inspection of the building during construction or modification to witness that the proper fire protection measures are enforced. Additionally, this division issues permits for burning, blasting and fireworks. The Investigations Unit determines the cause and origin of all fires, explosions and hazardous incidents in addition to analyzing fire safety incident data, developing and implementing fire safety programs and delivering them to the citizens at large. This division also works with other Code Enforcement Officials to assure compliance with other county codes.

Safety and Member Services Section:

The Safety and Member Services Section manages and directs the functions relating to administration, human resources, health and safety and logistics. The Human Resources Division processes the salary and benefit information for all employees within the Fire Department, to include fulltime, temporary and contract employees. The Administrative Division is responsible for developing and managing the annual budget, maintaining contracts and overseeing the department's procurement and payment processes. The Support Services section manages and directs the functions of fleet maintenance and logistics of station supplies.

Linda Jefferson, Director
137 Peachtree Street, S.W.
Atlanta, Georgia 30303
404-612-1211

The Health and Human Services Agency serves as the coordinating administrative entity for the following departments: Arts Council, Behavioral Health, Cooperative Extension, Health and Wellness, Housing and Human Services and the Library System.

Administrative Services Division

The Administrative Division of this Agency is responsible for oversight of all financial, human resources, information technology, and facility matters for these departments. Additionally, the Administrative Division supports the departments within the Health and Human Services Agency through the provision of research, feasibility studies, program evaluation, continuous quality improvement, service provision methodologies, epidemiological studies, grants development and including the grants management of the FRESH and Human Services Grants programs.

Patrice Harris, M.D., M.A., Director, Health Services
99 Jesse Hill, Jr. Drive, SE
4th Floor
Atlanta, Georgia 30303
404-730-1205

HEALTH & WELLNESS

Office of the Director/Administration

The Director of Health Services/Administration provides oversight of the Department of Health and Wellness and the Department of Behavioral Health and Developmental Disabilities. The Director serves as District Health Office for District 3-2-Fulton County. The Director/Administration assumes responsibility for all facets of the operation of the Department and programs and services designed and directed at improving the health status of the residents of Fulton County. These responsibilities include advising the Board of Commissioners on all health issues and the status of the health of the citizens in Fulton County. Additional responsibilities include budget preparation and management, program evaluation, representation to state and national health organizations and governing bodies, strategic planning and overseeing the fulfillment of the Departments' mission, goals and values.

Public Health Nursing

Adolescent Health and Youth Development Services

The Adolescent Health Program provides clinical health screenings, evidence-based youth development and education sessions, and health promotion and their parents and community children and youth agencies. This program offers clinical services in community health centers and on the Teen Mobile Health Van. These services include Medicaid Health Checks, college physicals, immunizations, vision and hearing screenings, pregnancy testing, screening and treatment of sexually transmitted diseases, and HIV/AIDS counseling and testing. Health promotion services include peer educators, abstinence skills training, health fairs, after school mentoring, and community outreach.

Children's Medical Services

The mission of Children's Medical Services (CMS) is to assure that there is a community-based, coordinated, family focused, comprehensive system of quality specialty health care for children from birth to 21 years of age with chronic medical conditions who are residents of Fulton County. CMS works to provide improved health outcomes for children with special needs by coordinating their access to affordable quality specialty care.

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Community Health Education

The Health Education addresses community health concerns by educating, informing and empowering the residents of Fulton County. The health education staff is responsible for providing health education, promotion services, linking individuals to personal health services and collaborating with other community agencies to improve health outcomes. The program is responsible development and distribution of health education materials which focuses on cultural competencies and health literacy. The program also provides technical assistance for planning health education programs, health events, trainings, curriculum development, conducting workshops and coordinates the health department's staff participation in community health fairs.

Early Intervention – Babies Can't Wait

Babies Can't Wait is a service delivery system for infants and toddlers with developmental delays or disabilities and their families. Service coordinators assist the family and other professionals in developing a plan to enhance the child's development. Services may include the provision of assistive technological, occupational therapy, physical therapy, psychological services, social work, special instruction, speech/language therapy, nursing services, medical diagnostic services, audio-vision services, health services, family training and counseling, nutrition and service coordination.

Family Planning

The Family Planning Program provides pre-conceptual services, treats gynecologic conditions, provides examinations and mammography referrals, disease prevention education, and oral contraceptives. The program targets pregnant and non-pregnant women who are at high-risk for unplanned, unwanted pregnancies and pre-term delivery, low-birth-weight infants, and drug addicted infants in order to reduce their medical and psychological complications.

Public Health Nursing Services

The Nursing Unit supports the delivery of public health nursing services by setting standards of practice, providing technical assistance, direction and leadership and developing policies and guidelines consistent with the Georgia Board of Nursing and regulations and best practices. General Medical Services covers all maternal and child health care including perinatal case management, immunizations, well child care, and early periodic screening, diagnosis, and treatment services for county residents. The general nursing staff is responsible for staffing all 9 physical health centers and for provision of services in one of the mobile health units.

Health Check (EPSDT) Outreach and Tracking

Health Check (EPSDT) provides preventive and primary health care services for children, from birth to 21, who are enrolled in Medicaid, live in Fulton County and are assigned to the Fulton County Department of Health and Wellness for outreach, tracking and follow-up. Program services include: all

Foster Care Children in Fulton County, tracking and follow-up for children in Fulton County needing lead screenings, health screening, referral for children who have identified health problems, diagnosis and treatment by appropriate providers and follow-up to ensure resolutions of identified problems.

Immunization

The goal of the Immunization Program is to reduce vaccine preventable diseases, and to increase and/or maintain an adequate immunization rate for two-year old children in Fulton County.

Public Health Outreach

This program provides outreach and some case management for public health services offered by the County. Program services include: outreach to pregnant women, families and community agencies and partners. The program ensures that pregnant women and infants are identified early and linked to services that help promote and enhance healthy birth and developmental outcomes. The program also provides information about all of the services that Health Services provides and links clients to those services. Four care components which include case finding and outreach, assessment of individual and family strengths, resources and needs, mutual goal setting and development of a service plan and service coordination. The overall goal of the program is to reduce the infant mortality and morbidity and the high incidence of low birth weight babies in Fulton County.

Travel Clinic

This program offers screenings and travel immunizations for people traveling to other countries. Services are provided at the North Fulton Service Center, The Center for Health and Rehabilitation, College Park Regional Health Center and North Fulton regional Health Center their countries.

Women's Health

The Women's Health Program provides services at 12 health centers as well as community based non-traditional sites through the use of the Women's Health Mobile Health Unit. General program goals focus on the reduction of unintended pregnancies; improvement of the general health status of women through risk reduction, early detection and treatment; and improvement of pregnancy outcomes. The program places special emphasis on provision of services for underinsured and uninsured women and every effort is taken to provide services in a culturally competent manner to meet the needs of a diverse patient population.

Dental Services

The Dental Services Program provides clinical dental services to Fulton County children from the eruption of the first tooth until graduation from high school. Children that have Medicaid or qualify for the free and reduced cost school nutrition programs are eligible for dental treatment. This program provides dental examinations, cleanings, restorations, and emergency treatment. Oral health services are offered at six county health clinics. Currently, approximately fifty percent of the clients are Medicaid eligible. Oral health treatment services for uninsured and underinsured adults are offered at the Neighborhood Union Health Center and North Fulton Service Center. Oral Health Education Programs for all ages are available for both schools and communities.

Women, Infants and Children (WIC) Program

The Women, Infants and Children program is a special nutrition program for low income pregnant, postpartum and breastfeeding women and children up to the age of 5 years. WIC was established in 1972 to improve the health and nutritional status of low-income families by providing special supplemental foods during critical periods of growth and development. The program provides nutrition education, nutritious foods, breastfeeding promotion and support, and referrals to other health services. Additionally, the Fulton County WIC program offers the WIC Farmers Market program during summer months at specific locations and provides vouchers for fresh fruits and vegetables grown mainly by local farmers. The Georgia WIC program is 100 percent federally funded and serves families with incomes up to 185 percent of the federal poverty level.

Employee Exams

The Employee Exams Program provides pre-employment and disability examinations of Fulton County employees and other organizations. Employee Exams offers: 1) Pre-employment Physical Examinations (including category 1 examinations for Peace and Fire Officers and category 2 exams for other employees) and Foster Grandparent Examinations 2) Pension Disability and Fitness-for-Duty Assessments and 3) Limited laboratory screenings on a walk-in basis (including MMR and Varicella titers) for other pre-employment and college physicals. After the examinations are performed, the program recommends behavioral, medical, and/or dental interventions and specialty referrals as indicated.

Communicable Disease Program

HIV Primary Care Clinic - The HIV Primary Care Clinic offers: **1) Medical HIV Services:** a) Complete Physical Assessments, including PAP Smears b) Lab Work for HIV Care and Disease Staging, c) Medications for HIV Disease and other illnesses, c) Routine and Acute Care, d) Immunizations, e) Coordination of GA ADAP (AIDS Drug Assistance Program) applications, f) Referrals for services not available (major illnesses); **2) Mental Health and Substance Abuse Services:** a) Individual and Group Counseling for Addiction and Recovery, Coping with long-term illness, Grief , Trauma, Early childhood issues, b) Referrals to intensive outpatient and inpatient programs, c) Mental Health medications; **3) Dental Services (to eligible HIV positive clients):** a) Fillings, b) Cleanings, c) Extractions, and d) Sealing; **4) Case Management:** Client assistance to a) Ensure retention in primary care b) Improve living conditions, c) Obtain public benefits, and d) Link clients to other resources necessary to meet the basic needs of living in the community; **5) Health Education:** a) One-on-one information to patients and their family about HIV infection, b) Nutrition and HIV, c) Risk Reduction, d) HIV Education, e) Substance Abuse, f) Adherence to therapy, and g) Referrals for other services within the Department of Health and Wellness and the community; **6) On-site Pharmacy:** a) Shared with HIV, TB, and STI Units, b) Develops protocols, c) Provides training, d) Develops and provides Quality Assurance Guidelines, and e) Works with the State Department of Community Health Pharmacy; and **7) Support Groups:** Provides a safe and caring environment where individuals may come and share experience and concerns with other HIV positive individuals.

HIV Prevention Services Program offers: **1) HIV Testing:** a) Routine opt-out testing of patients aged 13-64 in health care settings; **2) Comprehensive prevention with HIV-positive individuals :** a) Linkages to care and treatment and interventions to improve retention in care and treatment for people living with HIV, b) Behavioral interventions and other risk-reduction services for HIV-positive individuals and their sexual or needle-sharing partners to reduce the likelihood of HIV transmission; c) Interventions to prevent mother-to-child transmission; d) Referral to other medical and social services, such as substance abuse and mental health services; **3) Condom distribution:** a) Providing condoms to people living with HIV and those at highest risk of infection.

The Sexually Transmitted Infections Clinic offers: 1) Exams for men and women, 2) Prevention services, 3) Education and counseling 4) Treatment and referrals , 5) Lab tests (some tests results the same day, and 6) Our Mobile Unit provides services in the community.

Tuberculosis (TB) Control Clinic - The TB Clinic offers: **1)** Tuberculosis (TB) treatment; **2)** Directly Observed Therapy (DOT); **3)** Chest x-rays (for TB treatment only); **4)** HIV pre/post-test counseling (TB patients); and **5)** Lab Work. The clinic offers services to individuals by appointments and walk-ins.

Emergency Preparedness

Community Emergency Procedures

The Office of Emergency Preparedness (OEP) is responsible for developing and implementing plans to dispense the appropriate medication to citizens in the event of a bio-terrorist attack, or life threatening community-wide disease outbreak. These plans include establishing medication Points of Dispensing (PODs) throughout the County in locations that will be convenient for all communities.

These activities also support department, county and community wide responses to natural disasters (tornado, flooding, etc.) where medical and public health services would be required.

Public Health Emergency Response Drills and Exercises

In order to ensure community preparedness, the OEP conducts emergency drills and exercises throughout the year to test readiness response. These activities are very important in that they provide opportunities to test specific aspects of response operations such as communications protocols or the establishment of medication dispensing facilities.

Pandemic Planning

To decrease the impact of widespread infectious diseases such as influenza the OEP develops Pandemic Influenza plans and conduct exercises addressing public health and medical aspects of the response to a pandemic. This includes planning and coordination with community partners. It also establishes a communications program specific to Fulton County that increases Pandemic Influenza awareness and preventive behaviors among the general public and partners.

Medical Reserve Corps and Volunteer Programs

The OEP operates a volunteer program, the Medical Reserve Corps (MRC).

The purpose of the MRC is to strengthen Fulton County's community by organizing medical professionals and others who want to donate their time and expertise throughout the year as well as during times of community need. The Office collaborates with the Fulton County Community Emergency Response Team (CERT) for non-medical volunteers.

Environmental Health Services Division**Clean Indoor Air**

The Clean Indoor Air program was created many years ago to regulate smoking inside buildings that the public can access. Enforcement through the Georgia Smoke free Air Act addresses smoking and second hand exposure to smoking. Activities include education of the public to potential health hazards and to minimize the risk of exposure to second hand smoke and associated illnesses and diseases such as asthma, allergies, lung cancer, and heart disease. The staff investigates complaints regarding smoking in undesignated areas in places of employment, public places and food service establishments. Staff also reviews plans and conduct inspections for compliance in food service establishments, tourist accommodations, public swimming pools, and other facilities to ensure compliance with the Georgia Smoke free Air Act.

Community Sanitation

The Community Sanitation program addresses environmental health issues within communities for Rat Control, Solid Waste, and Nuisance compliance. The staff enforce regulations while conducting surveys and responding to complaints. Door- to- door community surveys include education about conditions that breed mosquitoes and rat harborage. Staff addresses complaints concerning nuisances, rat control and solid waste to ensure they are eliminated to improve the quality of life in communities.

Drinking Water

Individual water supplies (water wells) are used to provide a clean and healthy source of drinking water. Staff permits and inspects new well construction and existing wells. Bacteriological water samples are collected to ensure wells are properly located and constructed to minimize the possibility of sewage or other contaminants from entering the well and/or groundwater.

Food Services

Food service establishments are defined as establishments used in the preparation, manufacturing, or processing, and service of meals, lunches, short orders, sandwiches, frozen desserts, or other edible products. Visitors and citizens often frequent the 4,700 food service establishments in Fulton County and enjoy the cuisine without the thought of becoming ill. This possibility is greatly reduced because all food service establishments are permitted and inspected by our staff. Inspections assure proper sanitation practices that minimize hazards from cross-contamination, improper cooking, cooling and reheating, maintaining proper hot and cold holding temperatures, improper solid waste disposal and poor insect and rodent control.

Lead

Lead is a common metal found throughout the environment in lead-based paint, soil, air, household dust, food, and certain types of pottery. It is especially dangerous to young children, expectant mothers and their fetuses. Our office collects samples of paint and dust in the homes of children diagnosed with elevated lead blood levels and analyzed for lead content. If there is lead present in the home, the property owner is advised of mitigation methods to reduce the exposure of children to lead in the home.

Nuisances

Nuisances are defined as anything dangerous or detrimental to human life or health or whatever renders or tends to render soil, air, water or food impure or unwholesome. Complaints about nuisances are investigated to eliminate conditions conducive to the breeding of flies, mosquitoes, and conditions created from decaying materials.

Rats

The rat eradication program was created to enforce the Rat Control Code, educate the public of potential health hazards, and minimize exposure to rats. The staff enforces this code through investigating complaints, responding to rat bait requests, and educating citizens in effective control of rats. Rat control materials are distributed to owners of single-family residences upon request.

Residential Development

Any division of property (single lot or subdivision) within Fulton County must undergo a platting process. A plan review is required by this department if onsite sewage disposal (septic tanks) and/or individual drinking water supplies (wells) are proposed. Staff review plans for development of each property to ensure properly sized lots and that all provisions for onsite sewage disposal and individual water supplies are met.

Sewage Disposal

Areas of Fulton County that are not served by public sanitary sewer are developed utilizing individual onsite sewage management systems (septic tanks) for the treatment of the sewage generated from the residential or commercial structure. Staff permits and inspects these systems to ensure they are properly sized, located and installed to minimize the adverse environmental impact of sewage disposed on the ground surface and/or into groundwater supplies. Staff also investigates complaints, and issue permits for repairs to existing systems. The State Rules for Sewage Disposal as well as the County's Sewage Disposal Code are used jointly to ensure compliance.

Solid Waste

All commercial facilities (except banking institutions) and multi-unit dwellings must provide adequate provisions for the handling and storage of the solid waste generated from each facility. Staff review construction plans and perform final inspections to ensure adequate capacity and proper location to minimize odors, insects and/or rodent infestation. Complaints regarding solid waste, such as illegal dumping, are investigated and mitigated through the Solid Waste Code.

Special Events

Any event that attracts 50 people or more and lasts for 2 hours or more is considered a special event. These events must have adequate provisions for sewage disposal, solid waste and free drinking water available. If food will be served other than prepackaged, permits to operate must be secured by each vendor through inspections and permits for these events. Certain events, however, are exempt from securing a permit and staff inspections. These events must be sponsored by a political subdivision of this state or by an organization exempt from taxes, and last 120 hours or less.

Swimming Pools

Citizens and visitors enjoy the 1500 public swimming pools with the confidence that the water is clean and safe. All swimming pools, other than home pools, are permitted on an annual basis and inspections are performed routinely based on their operating season. Plans of all new pools and modifications to existing pools are reviewed and approved per the regulation requirements prior to construction.

Tourist Accommodations

Citizens and visitors enjoy the 220 tourist accommodations (hotels, motels) throughout the County. All tourist accommodations must have a current permit from this department to operate. Staff inspects these facilities routinely and investigates complaints to ensure they are maintained in a clean and sanitary manner and in accordance with state law.

West Nile Virus

The Environmental Health Services Division provides a complete and comprehensive West Nile Virus detection and control program to include public health promotion and education, source reduction activities, complaint investigation, larviciding, human and mosquito surveillance, and GIS mapping,

Zoning Review

Property owners or their agents, who propose a use of property not allowed under current zoning, are required to go through the zoning process for approval and to ensure that the requested change will not have an adverse effect on the community. Each zoning case in Fulton County is reviewed by this division, which provides comments pertaining to water and sewer connections and other regulatory requirements that are conditions of the zoning approval. These comments are provided to the Zoning Departments of each municipality.

Environmental Justice

The Environmental Justice program was created in April 2010 to engage in research and information synthesis, agency support and coordination, and piloting of a comprehensive approach to promoting environmental justice. The Environmental Justice program provides public health input during preliminary planning discussions; conducts formal Health Impact Assessments (HIA); promotes equity in the impact of industrial and other development activities; and serves as a resource for communities and stakeholders. The Environmental Justice program seeks to raise awareness of community groups about environmental justice and the health effects from the natural and built environments.

Health Promotion

Health promotion is the process of enabling people to increase control over, and to improve, their health. It moves beyond a focus on individual behavior towards a wide range of social and environmental interventions. Professionals in the Health Promotion unit work with multiple community partners engaged in a wide variety of social as well as health-related activities to increase awareness about health among persons in the community. The overall goal is not only to improve the lifestyle choices of individuals, but to also mobilize communities to obtain the resources and social supports that enable healthy behaviors

Health Promotion Initiative

The Health Promotion Initiative (HPI) is a program funded by the Georgia Department of Human Resources (DHR) to support chronic disease prevention activities through needs assessments, educational programming, policy changes, and other prevention strategies. HPI programs focus on reducing the prevalence of chronic disease by addressing the primary risk factors (physical inactivity, poor nutrition and tobacco use) in each intervention strategy. These initiatives are conducted in four main settings: worksite, healthcare, community and schools.

Fulton County Safe Kids Coalition

Health & Wellness is the lead agency for The Fulton County Safe Kids Coalition. Safe Kids is a non-profit organization that includes safety officials, experts and volunteers countywide and is a part of Safe Kids of Georgia and Safe Kids Worldwide in Washington D.C. Safe Kids coalition members teach parents, caregivers and children throughout Fulton County about preventing unintentional injuries in the five most common focus areas; traffic injuries, fire and burns, drowning and near drowning, choking, poisoning and falls.

Racial and Ethnic Approaches to Community Health (REACH)

The REACH grant supports the interventions that address increased incidence and mortality rates among African-Americans in the Atlanta Empowerment Zone. Staff has implemented a community action plan that focuses on the reduction of the cardiovascular disease incidence among African-Americans in the targeted locations. The program provides counseling, health education and community activities to address the needs of high-risk clients.

Center of Excellence for Eliminating Disparities (CEED)

This initiative seeks to eliminate disparities in breast and cervical cancer among African American Women. A well-established Community Coalition Board will oversee the functions of this initiative; Morehouse School of Medicine Prevention Research Center will collaborate with partners in three regions of Georgia, North Carolina and South Carolina. Training and technical assistance will be offered to agencies and organizations throughout the region. The main goal of this initiative is to increase cancer screening in Fulton County's grassroots communities. We will achieve our main goal by collaborating with faith based agencies, building positive relationships with community organizations, middle schools and high schools which will result in the development of a health promotion model.

Epidemiology

The Office of Epidemiology conducts mandated surveillance and reporting of more than 75 notifiable diseases and medical conditions. In addition, this program conducts investigations and institutes appropriate prophylaxis and interventions in many of those diseases as well as any cluster of illnesses in order to prevent secondary cases and outbreaks. Epidemiology provides consultation and education on these diseases and works closely with County, City and State government agencies to enable appropriate public health follow-up for patients, contacts and medical care providers. The district Epidemiologist is assigned to Fulton County (Georgia Health District 3-2) to collect, track and interpret health data and to work with local, state and federal officials to intervene before minor health problems become major problems.

Common Ground Initiative/Integrated Care

The Common Ground initiative is the county's solution for addressing health disparities in our communities. The initiative has been implemented with the goal of creating equity through public policy and community engagement. Integrated Care Centers are partnerships of Public Health, Behavioral Health, Primary Care, Human Services, Libraries, Cooperative Extension and Community Partners utilizing an integrated care "one stop shop" model to address the health disparities and social determinants that affect the health of the residents in Fulton County. This model allows for clients to receive a complete and efficient array of services at one location during their visit.

The Public Health Institute

The Fulton County Public Health Institute was established in the Department of Health and Wellness to enhance the relationship between applied public health and academic public health. The Institute is designed to facilitate the introduction of resources into the Department of Health and Wellness while providing an environment suited to cutting-edge public health research to its academic partners. Activities include a formal experiential internship program throughout the Department and research collaborations with institutions of higher education.

Board of Health

The Fulton County Board of Health (BOH) is a seven member panel of appointees and designees from the lay and professional communities that convene to hear and discuss matters that affect the health and wellness of Fulton County. The BOH advises the Board of Commissioners & the District Health Officer on those matters.

Grants and Contracts

This program oversees fund development by identifying grant opportunities for the department. They assist with the preparation of grant or contract submissions to Board of Commissioners for approval. Grants and Contracts assists with the submission of required program reports, meets with community groups, local officials, and private organization to develop and maintain partnerships for grant projects and administers a grants tracking system for the department.

Performance & Quality Improvement

Performance & Quality Improvement provides standardized methods for assessing, analyzing, and evaluating processes for Health Service programs. The program provides technical and analytical support through the following methodologies: program evaluations, program development, strategic planning, performance indicators, staff development, and audit consultations. The program is also responsible for the preparation of annual performance reports; monitoring performance improvement efforts; as well as performing quality of care evaluations.

Environmental Justice

The Environmental Justice program was created in April 2010 to engage in research and information synthesis, agency support and coordination, and piloting of a comprehensive approach to promoting environmental justice. The Environmental Justice program provides public health input during preliminary planning discussions; conducts formal Health Impact Assessments (HIA); promotes equity in the impact of industrial and other development activities; and serves as a resource for communities and stakeholders. The Environmental Justice program seeks to raise awareness of community groups about environmental justice and the health effects from the natural and built environments.

Vital Records**Birth and Death Certificates****In Person**

- Monday—Friday, 8:30 am—4:30 pm
- \$25 for the first copy, \$5 for each additional copy ordered at the same time
- Identification Required

Request Certificates by Mail: Information, 404-613-1260

Request Certificates Online: www.vitalchek.com

Vital Records Office 99 Jesse Hill Jr. Drive, SE Atlanta, GA 30303

Phone 404-613-1260 Fax 404-681-4448

Gerry Easely, Interim Director
137 Peachtree Street
Suite 300
Atlanta, Georgia 30303
404-612-8060

The Department of Housing and Community Development was formed June 1, 2006 with the divisions of Housing from the County Manager's Office and CDBG from Environment and Community Development.

Housing

Housing was created for the purpose of addressing housing needs in the county, outside of the City of Atlanta. This division administers federal programs related to the creation of affordable housing tied to income limits; provides for loans for housing rehabilitation and retention as well as new residential housing and issues bonds with housing development authorities. Additionally, it works for legislation to develop and oversee housing enterprise zones, tax allocation districts, tax abatements and housing tax credits. This Division's detailed budget information was previously reported in the County Manager's budget and was moved in June, 2006 to Housing and Community Development.

Community Development Block Grant

Each year Fulton County receives Community Development Block Grant funds (CDBG) from the U. S. Department of Housing and Urban Development as an urban entitlement jurisdiction. The CDBG program funds are used to ensure decent affordable housing, to provide services to the most vulnerable in our communities and to create jobs through the expansion and retention of businesses. Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low and moderate income persons. All CDBG activity must meet at least one of the following national objectives for the program: benefit low and moderate income persons, prevent or eliminate slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available. The program is mandated as part of the Housing and Community Development Act of 1974 (HCDA) as amended.

Home Program

The Home Program provides annual formula grant funding to localities (participating jurisdictions) that communities use, often in partnership with local nonprofit groups to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or homeownership, provide direct rental assistance to low-income households, and provide down payment assistance as well. Generally, the HOME program has three main purposes: (1) To expand the supply of decent, safe, sanitary and affordable housing with primary attention to rental housing for extremely low and low income Americans; (2) To mobilize and strengthen the abilities of states and units of general local government throughout the United States to design and implement strategies to achieve an adequate supply of decent, safe, sanitary, and affordable housing; and, (3) To provide participating jurisdictions, on a coordinated basis, with various forms of federal housing assistance, including capital investment, mortgage investment, rental assistance, and other needed federal assistance. HUD regulations allow the HOME program to serve a variety of activities such as owner-occupied housing assistance, home buyer assistance, tenant-based rental assistance, and rental housing development assistance. HOME is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended.

The Neighborhood Stabilization Program (NSP)

The Neighborhood Stabilization Program (NSP) was established for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. Through the purchase and redevelopment of foreclosed and abandoned homes and residential properties, the goal of the program is being realized. NSP grantees must use at least 25 percent of the funds appropriated for the purchase and redevelopment of abandoned or foreclosed homes or residential properties that will be used to house individuals or families whose incomes do not exceed 50 percent of the area median income. All activities funded by NSP must benefit low- and moderate-income persons whose income does not exceed 120 percent of area median income. NSP1, a term that references the NSP funds authorized under Division B, Title III of the Housing and Economic Recovery Act (HERA) of 2008. Fulton County has been allocated \$3,094,885 provided under the Dodd-Frank Wall Street Reform and Consumer Protection Act.

Office of Aging

Adult Day Care Program - offers a structured, comprehensive program for adults age 55 and older with functional impairments for all or part of the day. These impairments (difficulty dressing, feeding oneself, using the bathroom) may be caused by physical or cognitive problems. This program prevents premature institutionalization of seniors, seeks to maintain/improve levels of functioning, and provides respite for caregivers who are present. This service is provided in accordance with Title III- B of the Older Americans Act -Supportive Services.

Case Management - Case management is a service designed to provide access to seniors to community resources. Case management includes the assessment and periodic re-assessment of seniors; and the planning, implementation, coordination, monitoring, and evaluation of options and services to meet the senior's needs. Case Management Services are provided through contracts with three agencies. This service is provided in accordance with Title III- B of the Older Americans Act -Supportive Services.

Community Outreach Program - promotes community collaborations and involvement to support the Office of Aging initiatives designed to enable seniors to age in place. Services include health education, home repair, transportation vouchers, walking clubs, health screenings, community events and more. Initiatives of the Community Outreach program include Sickness Prevention Achieved through Regional Collaboration (SPARC), Living Well-Chronic Disease Self-Management, and the Naturally Occurring Retirement Community (NORC) project.

Congregate Meals Program - provides services to make appropriate meals available to seniors, ages 60 and older, in a group setting to assist seniors to age in place. Congregate Meals are provided through contracts with four agencies. This service is provided in accordance with Title III-C (1) of the Older Americans Act - Congregate and Home-Delivered Meals.

Home Delivered Meal Program - is to provide the delivery of appropriate meals to temporarily or permanently homebound seniors, ages 60 and above who are unable to care adequately for themselves. Home Delivered Meals are provided through contracts with four agencies. This service is provided in accordance under Title III-C (2) of the Older Americans Act - Congregate and Home-Delivered Meals.

Home Repair Program - provides light to moderate repairs on the homes of senior homeowners age 60 and older. The services through this program are offered in coordination with the Fulton County Senior Collaborative.

Information and Assistance - provide information, referral and assistance to older adults (55 and older), their families/caregivers and the community provision of appropriate resources, evaluation and follow-up support to assist seniors to age in place. This service is provided in accordance with Title III-B of the Older Americans Act -Supportive Service and funding is used to provide home and community based care.

In-Home Services Program - assist seniors to age in place by providing in-home services that maintain and strengthen the capacity of seniors, ages 60 and above who are unable to adequately care for themselves. Homemaker Services provide light housekeeping in the senior's living space that will assist them in keeping the space clean and free of safety hazards. Personal Care Services provide assistance with personal grooming, bathing, transferring, and other personal hygiene services. Respite care provides supervision of a senior to allow a caregiver an opportunity to leave the home to accomplish needed chores, such as, banking, shopping, medical appointments, or simply a chance to rest from the stress of providing care. In-home Services are provided through contracts with three agencies. This service is provided in accordance with Title III-D of the Older Americans Act- In-Home Services for Frail Elderly.

Senior Multipurpose Facility - is a 'focal point' in the community that provides programs and services in the areas of wellness, fitness, social, nutrition, education and therapeutic activities for active seniors who wish to age in place. The senior multipurpose facilities also provide "one stop" sites for seniors to access a variety of available services. Although the establishment and operations of senior multipurpose facilities is not specifically required under Older Americans Act, senior multipurpose centers were established by approval of the Board of Commissioners in 1990 consistent with the Board of Commissioners' commitment of providing services for seniors that promote independent living.

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Mission:

To Lead, Plan and Advocate on behalf of children, families and communities in order to foster premier children and family services in Fulton County.

Aging-Older Americans Act Services

As the designated County-Based Agency for the provision of Older Americans Act services, the Office of Aging provides the following services either directly or through contracted agencies; Information and Assistance, Case Management, Congregate Meals, Home Delivered Meals, Adult Day Care, Homemaker Services, In-home Personal Care Services, In-home Respite Services, Out-of-Home Respite Services, Non-Emergency Medical Transportation Services, and Volunteer Services. The primary intent of services is to enable seniors to “Age in Place.”

Aging-Multipurpose Programming

The Office of Aging operates four Senior Multipurpose Facilities strategically located in areas of the County that provides accessibility to the senior population throughout the County. The program stresses the following: healthy aging promotion, opportunity to interact with others, fitness promotion (aquatic and land), and engaging in life though mentally and physically challenging activities.

Partnership on Youth

District specific, community focus groups consisting of parents, youth, community leaders, business leaders, schools, government workers and religious organizations that identify community needs and develop community based solutions.

Youth Commission

A group of Fulton County high school students selected to promote the voice of youth throughout the county. Youth Commissioners conduct and facilitate youth focus group meetings, present youth issues to the Board of Commissioners, and develop and implement the Fulton County Youth Commission “Youth Agenda”. In addition to serving as a voice and advocating on behalf of Fulton County youth, Youth Commissioners participate in a global youth leadership exchange program in which they travel internationally to meet with student leaders to discuss various issues concerning youth worldwide.

Training and Technical Assistance

The Office of Children and Youth provides information and expertise to improve services of grant funded partners through a series of agency trainings.

Office of Aging

Senior Transportation Services Program - provide seniors and developmentally disabled individuals a Coordinated Transportation System that offers access to non-emergency medical services, neighborhood senior centers, and Fulton County Training Centers. This service is provided in accordance with Title III- B of the Older Americans Act -Supportive Services.

Volunteer Services - In compliance with Title III of the Older Americans Act, this program provides for volunteer opportunities to assist in the delivery of senior services. Volunteer Services are provided through contracts with Fulton County Senior Collaborative, South Fulton Senior Services and Senior Services North Fulton.

Office of Children and Youth

Call to Womanhood Program - The Priceless University Program is designed to expose young girls between the ages of 12-17 to positive female role models and encourage them to achieve their goals and aspirations. Call to Womanhood has been transformed from an annual two-day conference to a year-round program. This new approach affords young girls a more intensive focus on issues ranging from teen pregnancy prevention, self-esteem improvement, education, and career building. The second program Youth Leadership Academy for Girls, YLAG provides comprehensive leadership, civic engagement, life skills and academic development using science, technology, engineering and mathematics, STEM. The Leadership program engages students in a manner that not only promotes academic excellence but also ethical decision making, heightened character development and visionary strategic thinking

Global Youth Leadership Program - prepares the children and youth of Fulton County to compete in a global economy. The Global program was a part of the Youth Commission and has now evolved into a standalone program serving 32 youth through-out Fulton County. The program challenges its participants to think on a global level and bring a global perspective to all decisions, recommendations and actions made or taken by the Fulton County Youth Commission. The Global Youth Leadership Program has commanded the attention of other local governments in their effort to prepare their children and youth for globalization.

Kinship Care Program - provides eligible families with summer camp tuition assistance for youth between the ages of 10 and 13, and summer job training experience for youth ages 14 and 15. Participants receiving summer camp assistance could receive up to \$450 for each youth, whereas participants receiving summer job training can receive up to \$580 for one (1) week of training and three (3) weeks of work. Families are given the opportunity to select the camp of their choice, while youth receiving summer job training are placed at work sites through the Office of Children and Youth and the Office of Workforce Development. In addition this program will expand services to include focus groups and respite care for relative guardians, tutorial, mentoring, and research and exposure activities for the youth.

START Program - a collaborative service system that includes assessment, prevention, intervention/treatment, and aftercare services. Another component involves community based services that will further support the youth and their families. S.T.A.R.T. is designed to intervene in the lives of youth ages 8 – 18 and their families that are in Fulton County and Atlanta Public School Systems. In addition START will work with families to reduce gang violence and overall violence against children and youth.

Call to Manhood Teen DADS Program - mission is to provide comprehensive support services to teen fathers (ages 14 – 19) to ensure family stability. The overall goal is to strengthen families by providing young Teen DADS with the skills, knowledge, and tools needed to successfully care for their child's financial and emotional needs. The objective of the program is to facilitate 24 Teen DADS Curriculum Lesson Plans that effectively address the development of teen dads and their role in the rearing of their children. Each lesson plan emphasizes the importance of obtaining a good education, gaining employment skills to get a job, becoming more responsible and stable, staying actively involved with the child, and successfully raising the child.

Transforming the Lives of Children (TLC) - is an early intervention resource and support program designed to positively impact young children and the early care and education community in Fulton County. TLC does this by enhancing the opportunities for young children in child care settings to succeed in school and society by addressing their mental health and developmental needs. The services provided by TLC include, child behavioral observations; developmental screenings; therapeutic and/or educational recommendations; referrals to community resources; teacher training; and parent education workshops.

The "What's Really Going On" Publication - will be used as a current resource of local data and information throughout the children and youth provider network. In order to provide more funding to direct client services, this publication will focus on health in 2011 and will include a kid's count data reference.

Youth Commission Program - empowers to become knowledgeable and involved in the local government process. Youth Leaders advocate on behalf of children and youth to address the issues of violence, health, education and safety. Youth Leaders represent each Fulton County Commission district. Each year the Youth Commission creates a youth Agenda which represents the concerns and needs of Fulton County youth.

Youth Leadership Academy for Boys - provides comprehensive leadership, civic engagement, life-skills, and academic development for young boys entering the 3rd grade of school and follows each student until high school graduation. This is a year-round program which requires the youth to commit to Saturday educational workshops and engage in community volunteer projects. Parents of the participating youth are also required to commit their time and efforts to support the program through active fundraising.

Emergency Food Shelter Program – provide food, personal hygiene items and maintenance support for the Jefferson Place Assessment Center through Georgia Department of Community Affairs (DCA).

Emergency Shelter Grant Program - provide food, personal hygiene items and maintenance support for the Jefferson Place Assessment Center through Department of Housing and Urban Development.

Jefferson Place Supportive Services Program - provide case management services to the men enrolled in the Jefferson Place Emergency Shelter and other community partners. The services provided include the following: substance abuse treatment, employment preparation and job assistance, and Resettlement Assistance. These services are provided under the HUD Grant with Fulton County. These services also support BOC Goal - Focus Area 1, Goal 2.

Grants and Community Partnerships

FRESH Grant Program - provides grants to community-based non-profit organizations in an effort to expand and / or enhance existing services for Fulton County children and youth. Services range from after-school programming to summer camps. Grants are awarded through a competitive grant application process, with funding recommendations made by the Community Advisory Board. The Community Advisory Board represents each Commission District, with members appointed by the respective Commissioner for Districts 3, 4, 5, 6, and 7.

Human Services Grant Program - provide support funding to community-based organizations that address the following service areas: aging, employment/job readiness, children and youth, disability services, homelessness, and HIV/AIDS. Grants are awarded through a competitive grant application process.

Office of Workforce Development

Central Resource Center - located within the Atlanta-Fulton Central Library branch in downtown Atlanta and serves all Fulton County residents. The center also serves those participants who do not require intensive services or are not WIA eligible. The center hosts a comprehensive computerized resource lab equipped with thirteen (13) computers. Services available to customers include access to a Resource Advisor and a Resource Room Specialist who assist with career planning, job search, pre-employment assessments, labor market information, resume preparation, career/vocational information, career transition information, weekly job readiness workshops, job development, onsite recruitment events, internet and email account capability, computers and fax machines to conduct comprehensive job search activity. Referral to WIA One Stop Center for services, training partners for skill upgrades, and to a wide variety of supportive community based supportive service agencies for housing, transportation and utility assistance when a customer does not meet WIA program requirements. Residents can access service by appointment or on a walk-in basis.

Adult Program - Workforce Investment Act of 1998, implemented in Georgia in July 2000. This federal legislation has helped Georgia move toward a comprehensive, customer-focused workforce investment system where Job Seeker and Employer customers alike can access a wide range of workforce-related tools and information they need to manage their work lives. Services are provided

through a network of One-Stop Centers statewide. The Adult Program of the Fulton County Workforce Investment Act is administered through the One-Stop Career Centers, which are comprehensive employment and training facilities. Operated through the Workforce Investment Act (WIA) Grant provided by the U.S. Department of Labor, Fulton County Human Services Department is the designated administrative entity for this program and is responsible for targeting the low income adult population.

Dislocated Worker Program - Workforce Investment Act of 1998, implemented in Georgia in July 2000. This federal legislation has helped Georgia move toward a comprehensive, customer-focused workforce investment system where Job Seeker and Employer customers alike can access a wide range of workforce-related tools and information they need to manage their work lives. Services are provided through a network of One-Stop Centers statewide. The Fulton County One-Stop Career Centers are comprehensive employment and training facilities operated through the Workforce Investment Act (WIA) Grant provided by the U.S. Department of Labor, Employment and Training Administration. The Career Centers are funded 100% by the WIA Grant. This program is designed to assist an individual who is Terminated or laid-off within the last 6 months OR have received notice of termination or layoff, and is eligible for, receiving or have exhausted entitlement to unemployment compensation and is unlikely to return to previous industry for occupation which is determined by the WIA Board based on Labor Market Information, OR Terminated or laid-off OR have received notice of termination or lay-off as a result of a permanent closure or a substantial lay-off at a plant facility or enterprise.

Youth Program - Workforce Investment Act of 1998, implemented in Georgia in July 2000. This federal legislation has helped Georgia move toward a comprehensive, customer-focused workforce investment system where Job Seeker and Employer customers alike can access a wide range of workforce-related tools and information they need to manage their work lives. Services are provided through a network of One-Stop Centers statewide. The Youth Enrichment Services Program (Y.E.S.) is a year-round comprehensive coordinated youth training and employment program. The program will expand workforce opportunities encourage leadership and independent thinking, and assist the youth of Fulton County in assessing and accomplishing their educational and career goals as well as fulfilling their personal potential. The program focuses on youth ages 16-21 and seeks to enhance their quality of life by offering career preparation and career development services, reducing high school dropout rates, and increasing high school graduation rates for Fulton County youth.

Office of Children & Youth**TLC-Early Childhood Intervention Program**

Identifying symptoms of early childhood development delays and behavioral disturbance; performing in-home screenings, assessments, and evaluations; training childcare providers; referring children for developmental and behavioral health assessments.

Call to Womanhood Conference

A two (2) day conference designed to encourage intense dialogue between youth and adults to strengthen relationships and celebrate the uniqueness and challenges of being a woman.

Fulton County Teen DADS Program

The Fulton County Teen DADS Program emerged out of the historic “Call to Manhood Conference,” which was in existence for 17 plus years. The program continues under a new function referred to as the Fulton County Teen DADS Program initiative. The primary purpose is to provide comprehensive support services to young fathers promoting family stability, competent parenting skills, child health and welfare, financial and social stability, and healthy co-parenting relations.

Fulton County Youth Leadership Academy (FCYLA)

FCYLA is one of the initiatives of the Call to Manhood programs. The primary objectives of the program are to empower young males to become effective leaders capable of distinguishing themselves through visionary leadership, strategic thinking, and idea implementation. The Fulton County Youth Leadership Academy program is designed to foster leadership abilities and effectiveness through a unique entrepreneurship approach that will focus on character development, academic excellence, cultural appreciation, and financial achievement.

The Children and Youth Data and Issue Priorities Unit

The Children and Youth Data and Issue Priorities Unit seeks to enhance children and youth programming and services in Fulton County through the establishment of the Fulton County Leaders of Excellence program, the Fulton County Annual Kids Count, the Fulton County Provider Directory, The Partnership on Youth Conference, The Homelessness Management Information System and the *What’s Really Going On* magazine.

Advisory Council on Children, Youth, and Families

Is an advisory council on children, youth and family. Its purpose is to strengthen the foundation of supporting services for Fulton County children youth and families, by creating a coordinated system of care that supports Fulton County’s priority areas for children and ensure that these areas are provided with guidance and monitored for progress.

START-Services to Achieve, Reach, and Teach

The Start Program is a collaborative service system that includes assessment, prevention, intervention/treatment, and aftercare services. Another component involves community based services that will further support the youth and their families. S.T.A.R.T. is designed to intervene in the lives of youth ages 8 – 18 and their families that are in Fulton County and Atlanta Public School Systems. In addition START will work with families to reduce gang violence and overall violence against children and youth.

Office of Emergency and Transitional Housing**Emergency and Transitional Housing – Emergency Services**

The Jefferson Place Emergency Men's Shelter, which is open 24-hours a day, 7-days a week, provides shelter for approximately 150 males nightly.

Emergency and Transitional Housing – Supportive Services

The Jefferson Place Supportive Services Program offers assistance to homeless men, women and families. These services include case management, resettlement assistance, vocational and academic upgrades, employment services, social service referrals, and medical and dental care.

Emergency and Transitional Housing – Transitional Housing

The Jefferson Place Transitional Program is a full-time 24-hour residential facility providing care to 50 adult homeless males. The focus of the program is geared towards a comprehensive offering of interventions and services in a single setting, to include case management, substance abuse counseling, vocational and academic upgrades, employment services and resettlement assistance.

Springdale Place Center for Comprehensive Services for Homeless Women with and Children would serve to enhance the continuum of care through the implementation of three levels of programming to improve the vocational and life skills of up to 150 individuals at a time. The building sits on 2.15 acres of land which is fenced in and landscaped for use by residents. There is a playground on site, and each floor has sufficient space for communal activities and programs. Case management services would continue to be provided to residents of our collaborative partners such as the City of Refuge's Eden Village.

Springdale Place will provide transitional housing for homeless single-female headed families while providing vocational training, counseling, mentoring, life skills training and educational help; and, engage homeless parents and equip them with parenting skills. Additionally, the facility will have a childcare facility (currently in place on-site), a WIC office, Workforce Development Programs, and a medical exam room and health consultation area. It takes more than just job skills and education to make a successful and permanent move beyond homelessness. Skills like time management, problem solving, teamwork, effective communications, organization, and conflict resolution are also necessary to achieve success in the job market. Goal setting, budgeting, smart shopping, bill paying, balancing a checkbook are also vital to succeed independently.

Jefferson Place Assessment Center – 150 bed Assessment Center targeting homeless males 18 years age and older. The Assessment Center is structured into 4 levels of care: Level I is a 35-bed resettlement Assistance Program; Level II is a 35-bed Employment Preparation & Job Assistance Program; Level III is a 30-bed Substance Abuse Treatment Program; and Level IV is a 50-bed emergency Services section which provides a consumer with a maximum of a 120-day stay within a 12 month period and a limit of 2 stays. The Jefferson Place Assessment Center provides emergency shelter, showers, laundry services, personal hygiene items, and snacks for 150 homeless men per night, 365 days per year.

Jefferson Place Supportive Services Program - provide case management services to the men enrolled in the Jefferson Place Emergency Shelter and through other community partners. The services provided include the following: substance abuse treatment, employment preparation and job assistance, and Resettlement Assistance. These services are provided under the HUD Grant with Fulton County. Case

management services are also provided to families (women with children) residing in the 42-unit Eden Village at the City of Refuge – Assessment Center for Women & Children, with an emphasis on stabilization, rehabilitation and supportive services with the goal being self-sufficiency and the successful reintegration into independent living.

Jefferson Place Transitional Housing Program - 50-bed residential program that provides rehabilitative services to homeless non-drug using adult males. The maximum length of stay is 24-months. Transitional Housing Case Managers, in concert with the participant, develop and implement an Individual Service Plan (ISP) that focuses on providing a comprehensive array of interventions and services in a single setting. The program provides support and structure as the participant rebuilds a substance free lifestyle, optimizes life functioning, addresses marital and other family issues, enriches job functioning, financial management and successfully reintegrates back into the community. These services are provided under the HUD Grant with Fulton County.

Emergency and Transitional Housing - Eden Village at the City of Refuge

Case management services are provided to families (women with children) residing in the 42 unit Emergency Assessment Center, with an emphasis on stabilization, rehabilitation and supportive services with the goal being self-sufficiency and the successful reintegration into independent living. The case management unit is staffed by a supervisor, three (3) case managers and a vocational counselor.

Office of Planning and Community Partnerships

The Office of Planning and Community Partnerships assists in the coordination and development of resources and partnerships, both internally and externally. This is done through the Human Services Grants Program, the HIRE Learning Program, and through Research designed to support Fulton County's Human Services Delivery System in its efforts to educate, advocate and deliver effective services.

Human Services Grants

Fulton County is mandated by the State of Georgia to provide quality human services to all citizens of Fulton County. This is accomplished in part by contractual agreements with nonprofit organizations. The nonprofit community is a vast network of organizations that deliver a variety of human services to general and special populations. Nonprofit organizations play a pivotal role in service delivery because they are generally community based and community focused entities. The Human Services Grants program seeks to support new community partnerships and to nurture and enhance our existing partnerships.

H.I.R.E. Learning

The H.I.R.E. Learning (Helping Interns and Researchers Expand Learning) program provides college/university students and faculty access to a wealth of internship, community service-learning, and research opportunities through our direct service operations as well as our vast service delivery network. An internship with Fulton County's Human Services Department offers students a unique experience for personal and professional growth. Through community service-learning projects offered, college/university classes and faculty will be provided the opportunity to work on real projects to increase and enhance the efficacy of programs and services provided to Fulton County citizens. As a research partner, students and faculty will interact with citizens and programming in ways that contribute to the existing body of knowledge on a limitless number of human/social service topics.

Through these academic partnerships, the Fulton County Human Services Department will continue to enhance the services and programs offered through its human services delivery system.

Research

Organizational decision-making is most effective when supported by progressive research efforts that bring together relevant empirical evidence and sound theory for shaping policy and strategy. The Office of Planning and Community Partnerships research unit is the vanguard for the Department in collecting and analyzing human service data, benchmarking other programs and services, and utilizing that information to more effectively direct service delivery and resource allocation. Research on evidence-based programming provides our program staff as well as our policy makers with clear, concise, and insightful analysis of emerging trends and important issues, enhancing their capacity to respond to the issues that face our citizens.

Workforce Development – On the Job Training Program

The On-the-job Training Programs serves citizens of Fulton County and the Business Community by collaborating quality employees with quality jobs. The Work Experience Program (WEX) and Career Apprenticeship Programs (CAP) provide job seekers with on-the-job training and employers with the ability to train the employee prior to permanent hire. In addition, it provides employers with the opportunity to hire a participant after successful completion. During this period, the employer trains the employee in the exact manner in which the job is to be completed and observes the progress. The employee, in turn, receives the necessary expertise for a successful job placement. It is our goal that the employer will hire the participant as a full time employee within their organization

Workforce Development – Direct Referral Service

The Direct Referral Service establishes employment partnerships with private and public sector companies to meet the company's employment needs when vacancies occur. Qualified clients are screened and assessed, with the best qualified applicants being referred to the employer as potential candidates.

Workforce Development – One-Stop Career Centers

The Fulton County One-Stop Career Centers are comprehensive employment and training facilities operated through the Workforce Investment Act Grant provided by the U.S. Department of Labor, Employment and Training Administration. The Career Centers are designed to assist Fulton County residents in obtaining and maintaining unsubsidized employment that leads to self-sufficiency. Intensive services are also provided to laid off citizens (Dislocated Workers); available services include GED Preparation, Vocational Training, Life Skills Training, Child Care Services, Transportation Assistance, Job Readiness, and Job Placement.

Workforce Development – Central Resource Center

The Central Resource Center - located within the Atlanta-Fulton Central Library branch in downtown Atlanta and serves all Fulton County residents. The center also serves those participants who do not require intensive services or are not WIA eligible. The center hosts a comprehensive computerized resource lab equipped with thirteen (13) computers. Services available to customers include access to a Resource Advisor and a Resource Room Specialist who assist with career planning, job search, pre-employment assessments, labor market information, resume preparation, career/vocational information, career transition information, weekly job readiness workshops, job development, onsite recruitment events, internet and email account capability, computers and fax machines to conduct comprehensive job search activity. Referral to WIA One Stop Center for services, training partners for skill upgrades,

and to a wide variety of supportive community based supportive service agencies for housing, transportation and utility assistance when a customer does not meet WIA program requirements. Residents can access service by appointment or on a walk-in basis.

Workforce Development – Summer Youth Employment

To provide Work Experience opportunities for youth, the Office of Workforce Development operates the Shadow Program and the Talented Adolescents Learning Leadership Program (TALL). The Shadow Program consists of mentors, who are young people currently enrolled in a post-secondary educational institution, and youth ages 14-15 who shadow their mentors (Shadows). Young people who participate in this six-week program are matched with an older “mentor” and placed at area non-profit work sites.

The Talented Adolescents Learning Leadership Program (TALL) is a seven-week program that offers young people ages 16-24 an opportunity to gain valuable work experience within a government setting.

Workforce Development – Youth Enrichment Service Program (Y.E.S.)

The Youth Enrichment Services Program (Y.E.S.) is a year-round comprehensive coordinated youth training and employment program. The program will expand workforce opportunities encourage leadership and independent thinking, and assist the youth of Fulton County is assessing and accomplishing their educational and career goals as well as fulfilling their personal potential.

Disability Affairs – Coordination of ADA Compliance

The Office of Disability Affairs oversees the county's compliance with the Americans with Disabilities Act (ADA). This includes assuring that all County buildings and facilities are designed, constructed and renovated to be accessible and usable by persons with disabilities. ADA Technical assistance is provided to County department and Fulton County residents and businesses.

Disability Affairs – Effective Communication Services

Effective Communication Services provides mandated services under the ADA to provide equal access to all programs and activities offered by the county. These services include sign language interpreters, Braille production, and other alternate language formats.

Disability Affairs – Information and Referral Services

The Office of Disability Affairs maintains a database of information and resources for persons with disabilities residing in Fulton County. Information provided may include, for example, accessible housing, transportation, home and business modifications, and adaptive equipment.

Disability Affairs – Reasonable Accommodations

As a local government, Fulton County is required under Title II of the ADA to provide reasonable accommodations to qualified County employees who have disabilities and who meet the definition of disability as defined by the ADA. This process involves direct contact with the employee, his/her physicians, supervisors and possibly the department head. The program is overseen by the Reasonable Accommodations Specialist.

Disability Affairs – Training Educational and Awareness Program

The Office of Disability provides training on the Americans with Disabilities Act (ADA) to county employees and the community at large. This training is provided through the following mechanisms: New Employees Orientation, Introduction to Supervision, Infections in the Workplace "Are You at Risk?" ADA workshops and conferences co-sponsored with community organizations.

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Administration Division

The Administration Division provides administrative support and coordination for all other service units within the department. Administrative support services include contract administration, procurement, asset management, human resources, budgeting, planning, and program oversight. The division is responsible for acquisition of PCs, workstations, servers, desktop software, and associated inventory. The division is responsible for developing policies and procedures to ensure compliance with state and county statutes related to public records. The division is also responsible for managing the County's Records Management Program and provides a centralized, off-site records storage facility. This division also manages the Intellectual Property Program for all proprietary products used by County agencies and oversees all technical procurements.

Operations Division

Networks/Telecommunications

This unit provides voice and data telecommunications support for all County agencies. This includes internet service, data circuits, local telephone service, long distance service, wireless service, equipment maintenance, and cabling. Networks/Telecommunications is also responsible for the budget and payment of invoices for all voice and data services, equipment, and maintenance.

Applications Support

The Applications Support section provides programming and systems analysis, application development, project management, application support, and web-based systems solutions. The division services all departments of Fulton County, with the exception of Public Safety departments and the Courts.

Justice Systems

Justice Systems provides information systems and services to support the Fulton County Criminal and Civil Justice Communities, as well as all Law Enforcement and Public Safety agencies. These agencies include Probate Court, Juvenile Court, Magistrate Court, Superior Court Administrator, Clerk of Superior Court, State Court, Sheriff's Department, Solicitor-General, Police Department, Public Defender, Marshal's Office, Fire Department, District Attorney, Emergency Communications, and the Medical Examiner.

Enterprise Systems Support

The Enterprise Systems Support team is responsible for operating the County's Data Center on a seven day per week, twenty-four hour per day basis. This unit is also responsible for the installation, maintenance, and monitoring of all LINUX-based mid-range servers and associated hardware. Among

the critical information systems supported by this team are those providing civil and criminal justice case management, budget administration, public safety and law enforcement, accounts payable and receivable, tax assessment and collection, health and human services, personnel administration, real estate ownership, and community planning.

The unit also manages the County's Technical Continuity Program, which ensures that County information systems remain available in the event of a disaster. Other division activities include large-scale report printing, data storage administration, all enterprise database administration, and coordination of the monthly IT Maintenance Window.

Technical Support Center

The primary mission of the Technical Support Center is to provide first tier services to Fulton County employees on a range of issues including PC, Network, Mainframe, Applications, Telecom, and printing/scanning/faxing services. As the frontline interface with a variety of users, this team is responsible for customer service as well as 2nd tier service in the form of dispatch/notification of the proper technical resources to solve problems. A secondary benefit of our services is the capacity to monitor, track, and measure the performance of the various components within IT, and make proactive recommendations concerning services, staffing, and contracts.

WINTEL Operating System Support

The WINTEL O/S Support team is responsible for managing activities related to establishing, developing, guiding, and monitoring a network with more than 6,000 desktop computers in more than 40 agencies within Fulton County. The unit maintains and supports hundreds of servers, switches, routers, as well as the cabling, both copper and fiber, which provides connectivity among various county offices, departments, and facilities.

The WINTEL O/S unit also uses an effective Patch Management process which provides operational efficiency and effectiveness to overcome security vulnerabilities of desktop PCs and network servers in the production environment. Additionally, this unit is responsible for continued modernization of the County's Network.

Omotayo B. Alli, Chief Administrative Officer
395 Pryor Street, S.W., Suite 3128
Atlanta, Georgia 30312-2713
404-612-4402

Administration

The Administration Division ensures the timely, proper and efficient management of the budget, personnel administration, procurement, fiscal management of grants, facility management and planning, electronic data and telecommunications system development and maintenance, intergovernmental, community and media relations, and staff development for the entire agency.

Program Manager: Omotayo B. Alli, Chief Administrative Officer

Phone Number: 404-613-4459

Administration-Clerk of Court

The Clerk of Court receives, files, docket and distributes all legal documents; receives and distributes all funds paid into the Court; ensures all cases are scheduled for judicial hearings; publishes daily hearing calendars and an annual order of business; provides notice of hearings through legal publications; supervises court support staff including clerks, court reporters, judicial case managers, and court reporters; and manages the electronic docketing/case management system.

Program Manager: Edwin T. Bell, Clerk of Court

Phone Number: 404-613-4623

Administrative-Traffic Services

The Traffic Unit processes all traffic violations for parties under the age of 17, from case initiation to case closure, and provides notification to the Georgia Department of Driver Services when charges are sustained as required by law.

Program Manager: Edwin T. Bell, Clerk of Court

Phone Number: 404-613-4623

Citizen Panel Review Program

Citizen Panel Review program utilizes volunteers to conduct legally mandated reviews of the status and welfare of children placed by the Juvenile Court in the legal custody of the Fulton County Department of Family and Children Services to ensure that reasonable efforts are being made to reunify the family or otherwise provide permanency for a child. The program uses more than 200 volunteers to staff 21 panels which meet periodically to review deprivation cases and to ensure that all case plans are appropriate for the family's needs.

Program Manager: Patricia Howard, Citizens Advocacy Manager

Phone Number: 404-613-4643

Community Restorative Boards

Fulton County Juvenile Court has established five Community Restorative Boards in designated geographical areas of the county. Volunteers from the same geographical areas are appointed to serve on the board by the Juvenile Court Judge. The Board addresses the needs of victims, the community, and offenders by directly engaging all of these parties in repairing the harm caused by the offender to the actual lives of individual victims and community members. First time, non-violent offenders are referred to the boards.

Program Manager: Adolphus Graves, Chief Probation Officer

Phone Number: 404-612-4522

Complaint Office

The Complaint Office is the first stop for citizens wishing to file a delinquency, deprivation, legitimation, guardianship, complaint or sealing of a juvenile record. The Complaint Office also prepares petitions in delinquency, truancy, and private deprivation cases, and provides general information on the juvenile court and its procedures to the public.

Program Manager: Chris Yokom, Intake Attorney

Phone Number: 404-613-4537

Educational Advocacy Program

The Educational Advocacy Initiative is an interagency collaborative designed to address the educational needs of court-involved youth who have disabilities and other educational concerns. The Educational Advocacy team provides advocacy services for the youth and their families in relation to educational programming and placement at the local school level.

Program Manager: Rita Gibson, Administrative Coordinator

Phone Number: 404-613-4703

Fulton County Court Appointed Special Advocates (CASA)

Fulton County CASA, Inc. is an independent, non-profit organization which assists the Fulton County Juvenile Court by coordinating a volunteer program which trains advocates for children. Advocates are assigned by the judge to represent the best interests of abused or neglected children who are the subject of deprivation proceedings and to monitor the case to ensure reasonable efforts are being made toward permanency planning for these children. In 2006 CASA volunteers donated 18,816 hours valued at over \$225,000.

Program Manager: Iris Ross, Fulton County CASA

Phone Number: 404-613-4722

Georgia Courts Improvement Initiative

The Fulton County Juvenile Court has been designated by Georgia Supreme Court's Committee on Justice for Children as one of the 15 model courts across the state of Georgia to develop best practices for deprivation and child welfare proceedings. The project facilitates monthly meetings of multi-agency stakeholders including the Juvenile Court, the Department of Family and Children Services, Special Assistant Attorneys General, Office of the Child Attorney, Office of Parent Attorneys, Court Appointed Special Advocates, mediators, and other related agencies. The stakeholders meet to implement and improve court procedures, offer trainings, and facilitate multi-agency participation in resolving barriers to improved court functioning and increasing effectiveness of services to children and families. A county practice guide that defines best practices and sets measureable standards in achieving them is used to identify practices and policies needing improvement and to measure progress in addressing them.

Program Manager: Bradley J. Boyd, Presiding Judge

Phone Number: 404-613-4822

Judicial Services

The Fulton County Juvenile Court is comprised of two full-time judges, Chief Judge Sanford J. Jones and Judge Belinda E. Edwards, and five full-time associate judges. The Judiciary conducts all hearings which are mandated by law to determine the existence of probable cause, the necessity for detention, adjudication and disposition of delinquency, deprivation, status, and traffic offenses; grants legitimations, guardianships, record sealing's, permission to marry, to join the military or to determine parental notification of a minor's intention to seek an abortion; and judicial reviews of children who are placed in foster care. By special authorization of the Fulton County Superior Court, the Fulton County Juvenile Court also conducts adoptions for those cases where the termination of parental rights has occurred to expedite permanency for these children. Chief Judge Sanford J. Jones leads the Judiciary and directs the operations of the Fulton County Juvenile Court.

Program Manager: Belinda E. Edwards, Chief Judge

Phone Number: 404-613-4815

Juvenile Justice Fund

The Juvenile Justice Fund is a nonprofit organization that identifies and responds to the unmet needs of children and families coming through the Juvenile Justice System and other related community support services. The Juvenile Justice Fund provides services in four program areas: Center to End Adolescent Sexual Exploitation (CEASE), Family and Youth Enrichment, Court Services Initiatives (CSI), and Community Collaborations. In collaboration with the Juvenile Court and other community partners, JJF strives to identify and develop highly targeted projects and services with each program area that can be specifically designed, implemented and delivered.

Program Manager: Sharon Simpson-Joseph, Executive Director JJF

Phone Number: 404-613-4609

Mediation Program

Mediation is used to divert cases from the court that are more appropriately resolved by the parties involved. Mediation makes the child directly accountable for his or her actions, addresses the victim's needs, and models conflict resolution techniques for children and their families. Mediation allows the parties to meet in a private setting where a neutral person, the mediator, helps them work out a solution to their problems. The mediator is not a judge, and does not decide who is "right." The parties themselves make the choices that lead to a mutually satisfactory settlement. The mediated agreement is a binding agreement that is made an order of the court.

Program Manager: Gwen West, Court Support Manager

Phone Number: 404-613-4578

Mental Health Clinic

The mental health team provides referrals and counseling to court clients and their families, offers recommendations to the Judiciary and Probation Unit for appropriate dispositions and treatment of children, conducts professional peer reviews of all cases referred for mental health services to identify the most appropriate resources for each child from a full continuum of mental health care services, and collaborates with public, medical and learning institutions for service provision. The Fulton County Juvenile Court Mental Health Clinic was recognized by the Georgia Council of Court Administrators in 2002 as the best court program in the State of Georgia.

Program Manager: Dr. Constance West, Behavioral Health Service Coordinator

Phone Number: 404-613-4631

Probation – Intake/Diversion Unit

The Intake Unit operates seven days a week, 24 hours a day, year-round, determining legal jurisdiction, processing referred cases consistent with the requirements of the Juvenile Code, providing objective detention assessments to direct police to arrest or release children charged with delinquent offenses, and authorizes emergency safekeeping removal of deprived children. Case screening and management work involves investigation, report preparations and seeking to divert misdemeanor offenders from the court system in a balanced and restorative justice ("BARJ") approach to provide for community safety, accountability, and restitution to victims of crime.

Program Manager: Janesta Nairn, Intake Supervisor

Phone Number: 404-613-4625

Probation – Probation Services

Through utilization of assessments, resources and mandated services, the Probation Services Unit provides for the rehabilitative needs of each child through individualized case plans and ensures compliance with the conditions of probation or supervision. The Probation Services Unit strives to promote the safety of the community, maximize accountability for the juvenile offender, and provide restitution to victims of crime. The Probation Services Unit is the rehabilitative arm of the Judiciary. The Youth Assessment Screening Instrument identifies the risks, needs and resiliency factors of the child and directs those rehabilitative services which will be most effective. Probation officers manage on average 32 children classified from low, medium, or high risk, and are assigned on a geographic basis to maximize contacts and ensure that the child successfully completes the conditions of probation or supervision contained in the court order. Accountability and competency development are key goals of

the BARJ philosophy used by staff. Activities are geared towards self-improvement and acceptance of responsibility for behavior.

Program Manager: Adolphus Graves

Phone Number: 404-612-4522

Probation – Security Unit – Community Liaison Program

The Probation Security Unit is responsible for management of youth who are awaiting hearings and are temporarily detained in the Judge Romae T. Powell Juvenile Justice Center. They also supervise the restitution program, neighborhood work projects, and an electronic monitoring program. This program functions as the Court's liaison to the community and incorporates a variety of alternatives to detention by using graduated positive and negative responses consistent with the BARJ philosophy.

Program Manager: Samuel Washington, Deputy Chief Probation Officer

Phone Number: 404-613-4804

Program Development and Management

The Program Development and Management Unit of the Court facilitates the provision of comprehensive, community-based services to children and families to strengthen and support family communications and relationships with the objective to reduce recidivism, increase school attendance and enhance the child's performance and competency development during the probation period and beyond. PDM identifies, designs, and develops court resources and community based programs for early intervention and rehabilitative needs of children and families, applies for necessary grants, and manages special programs and partnership relationships with more than 160 external community collaborations.

Program Manager: Samuel Washington, Chief Probation Officer

Phone Number: 404-613-4804

Truancy Intervention Project

The Truancy Intervention Project (TIP) began in 1991 as a collaborative venture between the Fulton County Juvenile Court and the Atlanta Bar Association. TIP, Inc. is a dropout prevention program which serves children in the Atlanta Public and Fulton County school systems for children who are chronically absent from school and are referred to court for early intervention services. TIP, Inc. makes available more than 300 active volunteers and lawyers who provide direct representation at adjudication and disposition proceedings in Juvenile Court and act as mentors for these children. Over \$4.7 million in lawyer time has been contributed to the residents of Fulton County by these extraordinary volunteers from virtually every segment of the Atlanta legal community; more than \$229,950 in one year alone (2010-11 academic year).

Program Manager: Jessica Pennington, Executive Director TIP, Inc.

Phone Number: 404-613-4735

Victim Services

It is the mission of Victim Services Department to provide information, education and support services; alleviate trauma; and involve victims of juvenile crime and the community in a balanced and restorative justice process that is victim-centered and diminishes the impact of crime.

Program Manager: Assistant DA's Office

Phone Number: 404-613-4793

Randy L. Hanzlick, M.D., Chief Medical Examiner
430 Pryor Street
Atlanta, Georgia 30312
404-730-4400

Graduate Fellowship

The Graduate Fellowship Program trains graduate forensic pathology physicians in the functional areas of the Medical Examiner's services in preparation for their board certification in Forensic Pathology. This program operates in conjunction with Emory University.

Internships

Death Investigation internships are arranged through agreements with colleges and universities to provide education and experience in death scene investigation to individuals interested in pursuing a medical or forensic career. Interns are assigned to the Investigative Division and accompany personnel in that division to reported death scenes. Training is provided in evidence gathering, scene photography, post-mortem physiology and other areas related to forensic death investigation. Interns also attend autopsies to observe the relationship between forensic autopsies and scene investigation.

Postmortem Examinations

Physicians perform postmortem examinations to determine manner, cause and circumstances of death in conjunction with the Georgia Death Investigation Act. Forensic investigation includes some or all of the following: visual observation of the body, autopsy, toxicological testing of bodily fluids, microscopic examination of organs and tissue and collection of evidence from the body. In every case, photographic documentation is obtained of the postmortem examination and, if possible, fingerprints are taken to assist in the identification of the deceased.

Scene Investigation

Investigators and/or physicians respond to scenes of reported deaths within the jurisdiction of our office in compliance with the guidelines of the American Board of Medico-Legal Death Investigation and as mandated by Georgia law. Death scene investigations are conducted by personnel to assist the assigned medical examiner in his or her determination of the cause, manner and circumstances of death. Investigation of the scene of death involves the collection of evidence, the determination of pertinent information from witnesses or others who may have some insight into the nature of the death, a view of the body as it appears at the scene and documentation of the scene through written reports, sketches and diagrams. The scene is also documented through photography. Scene investigation is also pertinent to determining the identity of the deceased and to enabling our office to notify the next-of-kin. Scene investigation culminates with the transport of the body to the Medical Examiner's facility.

Volunteer Programs

The Volunteer Program focuses on positions that are available to those who wish to volunteer and gain experience in the areas of death investigations and autopsy services. The volunteers are typically individuals wishing to obtain experience in the forensic investigation field, and will eventually seek employment with our office or another Medical Examiner's office.

Data Collection and Dissemination

The office staff collects, organizes and disseminates statistical information obtained during the investigation of deaths occurring within our jurisdiction to government agencies such as the Consumer Product Safety Commission (CPSC), High Intensity Drug Trafficking Area Program (HIDTA), and the Georgia Violent Death Reporting System (GVDRS). We also prepare an annual statistics report and assist numerous local government, community and other organizations with statistics such as registers of deaths among homeless persons, motor vehicle fatalities, and homicide victims.

Community Support

This program provides expertise and education in the areas of forensic investigation and medico-legal death investigation to schools, organizations and agencies through consultations and lectures by Medical Examiner personnel.

Vernon S. Pitts, Jr., Public Defender
Office of the Public Defender
160 Trinity Avenue SW
Atlanta, Georgia 30303
404-612-5200

Non-Complex Trials Division- Superior Court

Effective legal representation is provided to clients that are charged with committing specific non-complex cases including drug offenses, theft offenses and property crimes in Fulton County. The cases are placed on a special track and are processed within sixty days from arrest to final disposition. The Non-Complex Division also effectively and zealously advocates for the rights of jail inmates by acquiring bonds, bond reductions, dismissals, performing investigations, and conducting various court hearings from first appearance through final disposition.

Complex Trials Division – Superior Court

The Complex Case Division provides constitutionally guaranteed effective assistance of counsel to indigents accused of felony criminal offenses in Superior Court. A minimum of two staff counsel are assigned per division of court to represent Fulton County's indigent citizens through trial and appeal, if necessary. Representation is mandated under the Georgia and U.S. Constitutions, Amendment 5, 6, and 14.

Appeals Division

The Appeals Division provides legal representation to accused indigent citizens convicted of committing a criminal offense in Superior Court. The Appeals Division also provides legal research and trial strategy assistance to trial counsel for various issues of law and fact. Appellate representation is mandated under the Georgia and U.S. Constitutions, Amendments 5, 6, and 14.

Juvenile Court Division

The Juvenile Court Division provides legal representation to indigent juveniles accused of delinquency and status offenses in Juvenile Court. Representation commences at the preliminary hearing and continues through trials and appeals. Representation is mandated under the Georgia and U.S. Constitution, Amendments 5, 6, and 14.

Juvenile Felony

Juvenile Felony assistance of counsel is provided to indigent juveniles who are accused of specified criminal offenses and charged as adults in Superior Court. Representation is mandated under the Georgia Constitution and U.S. Constitutions, Amendments 5, 6, and 14.

Drug Court

The Drug Court staff attorneys provide effective assistance of counsel to indigents charged with drug and drug related offenses in the Fulton County Drug Court. Representation is provided by placing defendants in the Drug Court treatment program and continuous monitoring throughout the 18 months of the program. Representation is mandated under the Georgia and U.S. Constitutions, Amendments 5, 6, and 14.

Mental Health Court

Legal representation is provided to clients suffering with mental health and/or substance abuse problems that are charged with committing criminal offenses. The clients are placed in facilities that are designed to provide treatment and monitoring rather than incarceration.

Litigation Support

The Litigation Support Division provides administrative, clerical, investigative, information systems and alternative sentencing services for trial preparation. Indigent representation is mandated under the Georgia and U.S. Constitutions, Amendments 5, 6, and 14.

Valerie Handley, Inerim Director
141 Pryor Street, S.W.
Suite 3030
Atlanta, Georgia 30303
404-612-6700

Merit System

The Merit System Divisions administer the centralized merit system, recruits, examines, and certifies applicants; maintains the classification and compensation system; and processes a wide variety of personnel transactions such as promotions, separations, leave of absences, etc. The Divisions that are included are the Classification & Compensation Division and the Payroll & Leave Division. In compliance with the Fulton County Civil Service Act of 1982, the Personnel Board is responsible for the oversight and direction of the county-wide Merit System. The Personnel Director serves as the Executive Agent to the Personnel Board and provides administrative support to the Board.

Administration and Office Services Division

Provides general direction, guidance, and coordinates the activities of all of the operating units in the Personnel Department. Office Service provides vendor payment services, budget preparation, travel and training, purchasing card reconciliation, and financial services activities for all of the divisions. They also prepare the Personnel Department's Annual Report and distribute Service Awards to all eligible County employees according to years of service.

Recruiting Division

The Recruiting Division administers a comprehensive recruitment program for the selection of qualified applicants for Fulton County employment. This division prepares announcements and advertisements to attract applicants on an equal employment opportunity basis. It also provides career advisement services, and administers group and individual tests, using approved measuring devices and standards as approved by the Personnel Board.

Employee/Labor Relations Division

The Employee/Labor Relations Division was established to serve as a source of information for County employees. The Division's primary responsibilities include management of employee grievances, employee/management conflict resolution and mediation, federally mandated CDL Program, work environment assessments and point of contact for recognized employee unions/organizations, and employee recognition events.

Training and Career Development

The Training and Career Development function is concerned with organizational activity aimed at bettering the performance of employees through the acquisition of knowledge, sharpening of skills, concepts, rules, or changing of attitudes and behaviors to help the County achieve its organizational goals and meet the business needs of the community. The training programs are specifically designed to increase productivity of employees and instill a sense of team work, team spirit and inter-team collaboration. They are also designed to build a positive perception and feeling about the organization, improve the quality of work, create a healthy working environment, improve the morale of the work

force, create a better corporate image and help in the development of leadership skills, motivation, loyalty, and other aspects that successful workers and managers must display. Another primary objective of the Training and Career Development division is to improve and diversify the in-house training that is available to employees and provide new employees with comprehensive information on Fulton County benefits and pertinent County regulations.

Randy Beck, Director
5440 Fulton Industrial Boulevard, SW
Atlanta, Georgia 30336
404-612-7800

Planning and Development Division

Comprehensive Planning

Comprehensive Planning develops the Comprehensive Plan for the county, develops amendments to the Zoning Resolution for overlay districts, and handles special planning projects including Parks and Recreation, Historic Preservation, and Greenspace projects.

Planning Analysis and Zoning

The Planning Analysis and Zoning staff reviews and analyzes all zoning, variance, modification, and use-permit requests for conformance to all zoning laws, ordinances, regulations, rules, and the Comprehensive Plan. The Planning staff provides an analysis of all agenda items under consideration by the Community Zoning Board, the Board of Commissioners, and/or the Board of Zoning Appeals. This analysis provides a recommendation and formulates conditions-of-zoning for consideration by the appropriate appointed and elected boards.

Permitting

The Permitting section reviews all land development plans and subdivision plats submitted to the county, and issues the land-disturbance permits, building permits, curb cut permits, sewer tap permits, and water service permits. It ensures compliance with all laws, ordinances, rules, and regulations regarding land development, water and sewer, and other required infrastructure in both the planning and construction phases, and ensures required stream buffers and tree protection are provided. It collects development and permitting fees and provides cashier services. In addition, this section evaluates requests for the erection of new signs, issues sign permits, and conducts inspections to insure compliance with sign regulations.

Inspections

The Inspections section provides quality control and insures safety in the construction of residential, commercial, and industrial facilities. They review plans and conduct on-site inspections to insure compliance with all Erosion, Fire, Building, Electrical, Plumbing, and Mechanical Codes, as well as other applicable laws adopted by Fulton County.

Community Services Division

Recreation Services

Plan, organize, and direct the overall recreation services for unincorporated Fulton County. This is inclusive of programs (youth and adults) and facilities operations. Scope is 8 facilities, 31 athletic fields, 2 pools and over 300,000 participants.

Parks Services

Plan, organize, and direct the overall park services for Fulton County. This is inclusive of design, construction, and renovation and maintenance operations. Scope is over 2,000 acres, 31 athletic fields, 22 picnic shelters and 20 tennis courts.

Park Locations

Beaver House	8500 Cochran Rd	Fairburn	
Burdett Park Community Center	2945 Burdett Rd.	College Park	770-996-9145
Burdett Tennis Center	5975 Old Carriage Rd	College Park	770-996-3502
Canine Crossing Dog Park	4951 Camp Drive	College Park	
Cedar Grove Community Center	9285 Cedar Grove Rd	Fairburn	
Cedar Grove Park	7375 Rivertown Rd	Fairburn	
Cliftondale Park Community Ctr.	4645 Butner Rd	College Park	770-306-3061
Creel Park	2775 Creel Rd	College Park	770-996-4189
Delano Park	4730 Bailey Street	College Park	
Mason Road Park	5665 Mason Rd	College Park	
Old National (Sherwin Tucker) Park	2400 Pleasant Hill Rd	College Park	
Sandtown Park Community Ctr.	5320 Campbellton Rd	Atlanta	404-346-8360
South Fulton Tennis Center	5645 Mason Rd	College Park	770-306-3059
South Fulton Community Center & Natatorium at Welcome All	4255 Will Lee Rd	College Park	404-612-4058
South Fulton Community Park	Stonewall Tell Rd/Camp Dr	College Park	
Tom Lowe Shooting Grounds	3025 Merk Rd SW	Atlanta	404-346-8382
Trammell Crow Park	4980 Cascade Rd	Atlanta	
Wilkerson Mill Park	8095 Wilkerson Mill Rd	Palmetto	
Wolf Creek Shooting Grounds	3025 Merk Rd	College Park	

Animal Control

This program oversees the contracted animal control services. The Animal Control program seeks to protect the health, safety and welfare of Fulton County residents through the provision of animal control services within unincorporated Fulton County and contracted municipalities for the purpose of enforcing State of Georgia animal control laws, Fulton County's animal control ordinances and the animal control ordinances of contracted municipalities.

Economic Development – Unincorporated South Fulton

This program Plans, organizes, coordinates, and administers a comprehensive economic development program, including prioritizing economic development policies for unincorporated Fulton County; formulating program strategies, goals, and objectives; and determining the impact of established policies on the County, its citizens, and the development community.

Cassandra Jones, Chief
130 Peachtree Street
Suite 2158
Atlanta, Georgia 30303
404-730-5700

Administration

Administration provides centralized command and support services for all operations of the Police Department. This division also provides personnel transactions, planning, computer operations, public information, internal affairs, accreditation, management, intelligence, training, budgeting, and procurement.

Facility Security

Security officers monitor and protect County facilities, property, personnel and visitors from crime and other hazardous conditions. Security personnel will provide a security presence at designated Fulton County facilities to include government annexes and library branches throughout the county, and will provide a level of vigilance to mitigate vulnerability concerns and safety issues.

Records and Permits

The Identification Division processes fingerprints, gun permits, work permits, and applicants for county employment and determines true identities of prisoners and provides criminal history information to the Fulton County State and Superior Courts.

Fulton County Public Safety Training Center

P.O.S.T. provides 360 hours of basic law enforcement training for all new personnel to certify peace officers within the State of Georgia. The curriculum is predetermined by the Georgia P.O.S.T. Council and includes in-service training for veteran officers, along with advanced and specialized training to ensure that all officers are qualified in their area of responsibility.

Uniform Patrol/Criminal Investigations

The Uniform Patrol Division/Criminal Investigation program provides the citizens of unincorporated Fulton County with law enforcement/first responder services. The Patrol Division is responsible for patrolling roads, highways and neighborhoods in unincorporated Fulton County to prevent crimes and respond to accidents and other 911 calls for service. Criminal Investigations provide follow-up investigations of criminal cases and conducts high risk investigative operations in support of the patrol operations. Special Services-Crime Prevention section offers community based outreach programs to residents, schools and businesses in an effort to better educate citizens on crime prevention practices and initiatives. The focus of the program is to provide the citizens of Fulton County with superior police patrol and investigative services in an effort to support safe and secure communities.

Code Enforcement

Code Enforcement protects the health, safety and welfare of citizens of unincorporated Fulton County through the enforcement of applicable State of Georgia laws, the Fulton County Code of Laws and the Fulton County Zoning Resolutions by providing code enforcement services inclusive of erosion control, construction inspections, and responses to citizen complaints.

Judge Pinkie t. Toomer, Director
Fulton County Probate Court
136 Pryor Street
Suite C230
Atlanta, Georgia 30303
404-612-4640

Guardianship/Conservatorship of Minor Children

This division establishes guardianship of the person and conservatorship of the property of minors by interviewing, assisting customers in document preparation, and examination of annual returns, inventories, bonds and discharges. This unit reviews all petitions for legal sufficiency and advises attorneys and members of the public on laws and procedures.

Bookkeeping/Data Entry

This division is responsible for docketing and billing all pleadings filed in the Probate Court and receives all payments made by mail or in person. The division also prepares a monthly financial report and remittance to the county's General Fund.

Court Administration Division

The Court Administration Division processes incoming and outgoing employees, assists with departmental budget preparation and monitoring of operational accounts, works closely with supervisors to determine the needs of their department. This division also processes payments to vendors, mental health doctors & lawyers, greets visitors and directs them to the appropriate office and directs telephone callers to the appropriate number or office, and handles miscellaneous duties as assigned by the Court Administrator.

Licensing (Firearms and Marriage)

The Licensing Division is responsible for the receipt, processing and review of applications for marriage and firearms licenses. This unit reviews all applications for legal sufficiency and advises applicants concerning applicable laws and regulations.

Mental Health/Record Room

This division receives, reviews and processes all petitions for the appointment of guardians and conservators for alleged incapacitated adults, issues orders to apprehend, and oversees the microfilming, storage and retrieval of court records from 1800's thru present. This unit reviews all petitions for legal sufficiency and advises attorneys and members of the public on laws and procedures.

Probate and Administration Division

The Probate and Administration Division is responsible for the receipt, review and processing of all petitions for the probate of a decedent's will, applications for twelve month's support and petitions declaring no administration necessary. This division also reviews, processes and advises the public and attorneys in the filing of petitions for the intestate administration of decedent's estates. This unit reviews all petitions for legal sufficiency and advises attorneys and members of the public on laws and procedures.

Felicia Strong-Whitaker, Interim Director
130 Peachtree Street
Suite 1167 and 1168
Atlanta, Georgia 30303
404-612-5800

Administration

Administration is responsible for providing leadership, management and administrative oversight for the Department of Purchasing & Contract Compliance which is composed of three (3) divisions; Administrative; Contracts & Procurement and Contract Compliance. Administration is also responsible for administering purchasing policies and procedures as promulgated under Federal, State and County laws and ordinances as adopted by the Board of Commissioners.

Contracts & Procurement

The Contracts Division is composed of one (1) procurement group and is responsible for the procurement and solicitation of all capital improvement projects for the entire County.

The Procurement Division is composed of three (3) procurement groups which are assigned various departments for which they handle all solicitation and procurement functions. The procurement groups are responsible for procuring goods and services at the lowest cost which meet the user department's requirements for quality, quantity, timeliness, and conforms to all specification requirements.

Contract Compliance

The Contract Compliance Division ("Office of Contract Compliance") is responsible for administering and enforcing the County's Non-Discrimination Policy through its minority and female business enterprise program and the certification of minority and female business enterprises. The Office of Contract Compliance is also responsible for promoting and administering activities and procedures for outreach that afford equal business opportunities.

Vendor Training Program

The program objectives are to maximize vendor relations through outreach and communication of information to vendors regarding purchasing and contract compliance processes and opportunities; to provide vendor training workshop classes on purchasing processes and contract compliance processes that will assist vendors in conducting business with the County; to keep vendors informed through publications, newsletters and website information regarding contract opportunities.

Richard Barron, Director
130 Peachtree Street, SW
Suite 2186
Atlanta, Georgia 30303
404-612-7020

The Registration and Elections Department of Fulton County is housed in 4 locations within Fulton County with offices in the Government Center, North Service Center, South Service Center and the Elections Preparation Center.

Administration Division

The Administration Division is comprised of the Director, Chief Administrative Officer, Secretary to the Board of Registration and Elections and five administrative employees. This Division is designed to provide election and general information, operational support to include: procurement, budget, personnel, legislative issues and office operations, and direction and supervision to all areas in the department including elections administration, evaluation and support services. This division also coordinates public relations and voter education programs designed to inform and educate the citizens of Fulton County about their voting rights and obligations, dates and procedures of elections, and the significance in exercising their rights to vote. It also maintains minutes of the Board of Registration and Elections to see that the Board's policies are carried out and provides for open meetings for citizens to express their opinions and/or concerns. This unit has the authority to direct resources to assure free and accessible voter registration and elections.

Elections Division

The Elections Division staff is located in two offices (three employees at the Main Office located at 141 Pryor Street and two employees at the Elections Preparation Center located at 1365 English Street NW). This Division has the responsibility to facilitate the election process by conducting national, state, county and municipal elections, management of precincts and voting facilities, election workers, reapportionment, maintenance of campaign and financial reports, maintenance of voting equipment, ballot design and dissemination of election information.

Registration Division

The Registration Division consists of fourteen employees located in three of five offices of the department. This division is responsible for maintenance of the master list of 624,547 registered voters for a population of approximately 920,581. This includes entering new registration applications, full document imaging, changing addresses, canceling records of deceased and ineligible voters, training of deputy registrars and implementing street changes. The Registration Division is also charged with managing the processing and mailing of absentee ballots in addition to in person absentee voting along with the verification of petitions.

Theodore “Ted” Jackson, Sheriff
185 Central Avenue
Suite T9000
Atlanta, Georgia 30303
404-730-5100

Administration

This program area oversees and manages the daily operations for the constitutionally established Fulton County Sheriff’s Office. The primary activities for this program area include budgeting, human resources, procurement, accounting, information technology and public information.

Delinquent Property Tax/Accounting Unit

This program is responsible for monthly Sheriff’s Delinquent Property Tax Sales and process all financial transactions related to delinquent taxes, civil process/warrant services, bonding, criminal record expunges, background checks and sex offender registry.

Bonding

This program area monitors all bonding activities pertaining to individuals released from the Fulton County Jail. Specifically this program area ensures that the laws enacted by the State of Georgia and the Rules and Regulations established by the Sheriff governing Professional Bail Bonding Companies are enforced.

Jail Operations

This program area ensures that the Jail is properly staffed and inmates arrested on local or state civil/criminal statute violations are provided a safe and secure facility. Moreover, this program area ensures that the constitutionally mandated conditions of confinement are met, which includes food, medical care, sanitation and other “basic human needs”. The Fulton County Jail generally processes in excess of 45,000 inmates each year.

Court Services

This program area provides courtroom security for the Fulton County Court System, which consists of Superior, Magistrate, State and Juvenile Courts. It is also responsible for providing building security for six separate buildings; Justice Center Tower, Fulton County Courthouse, Carnes Building, Juvenile Court Building and the Fulton County North and South Annex facilities. In addition, this program area provides court security for jail courts, maintains an on-site detention area at the Justice Center Tower for inmates transported for court appearances, and provide general medical assistance to the Judicial Complex and Government Center.

Fleet Maintenance

This program area is responsible for inventorying and scheduling repairs and maintenance on all Sheriff’s Office vehicles. It is also responsible for monitoring vehicle usage pursuant to County policy and ordinances.

Transfer

This program area is responsible for transporting of prisoners for court appearances, movement, and transfer of sentenced inmates to and from the Georgia State Prison System, the transporting of inmates and court order person to mental health facilities and other jails, both within the State of Georgia and nationally.

Planning and Research

This program is responsible for policy and procedure development and maintaining the standards of the Commission on Accreditation of Law Enforcement Agencies (CALEA), and the National Commission on Correctional Healthcare (NCCHC).

Office of Professional Standards

This program area is responsible for performing internal investigations, conducting random drug tests on the Sheriff's Office staff and conducting background investigations on the Sheriff's Office applicants prior to employment.

Training

This program area is responsible for providing basic law enforcement mandated training for advanced, specialized, in-service and career development programs that address all Federal, State and Georgia P.O.S.T. Council requirements. The primary focus is to create an environment for educating and training professional public safety personnel through a series of career developing programs. These programs improve the ability of the Sheriff's Office to provide quality service to the citizens of Fulton County.

Warrant Service

This program area provides serves to the citizens and Court Systems of Fulton County by diligently providing service for current and outstanding civil processes and criminal court warrants, juvenile warrants and papers, family violence warrants and orders, out of state papers and warrants and uniform child support act warrants and orders.

Sex Offender

This program maintains the sexual offenders' registry for Fulton County, along with performing address verifications on offender residing in Fulton County.

GCIC

This program confirms GCIC (Georgia Criminal Information Center) hits along with the entry of State, Superior, and Drug warrants and the execution of background checks.

Investigative Unit

This program has the responsibility of investigating criminal activity, and the gathering of evidence seized during a crime, working with Multi-Jurisdictional Task, and other agencies in Law Enforcement Activities (JTTF – Joint Terrorism Task Force, HIDTA – High Intensity Drug Trafficking Areas, and the US Marshal Task Force etc.). In addition, they investigate and arrest fugitives wanted in Fulton County and other jurisdictions.

Community Services

This program is responsible for providing law enforcement awareness in the Fulton County Communities. The program handles community outreach activities such as the Gang Resistance Education and Training (GREAT) school program, Seniors and Law Enforcement Together (SALT), Neighborhood Watch Training, Parent Awareness Classes, and several other activities throughout the year.

Carmen D. Smith, Solicitor General
160 Pryor Street
Suite J-301
Atlanta, Georgia 30303
404-730-4800

Prosecution Support

Staff provides clerical communications, data and support services for all divisions, sections and programs of the Solicitor General's Office to ensure the swift, fair and equitable administration of justice and the distribution of paperwork. These responsibilities involve extensive computer activity, data entry and collection, file construction and record keeping. The staff also assists the Solicitor General in preparing and staying within the budget, ordering supplies and various administrative tasks.

Criminal Investigations Division

The Criminal Investigations Division (CID) conducts criminal investigations necessary for prosecuting all cases received by the Solicitor General from approximately 30 law enforcement agencies in Fulton County. This division also provides trial and court support services, including locating witnesses, contacting officers, gathering evidence and serving subpoenas. They work with other law enforcement agencies and the GBI in preliminary investigations into criminal activities. College students are selected to serve as unpaid interns, who assist the investigators with research or pretrial matters and with proving court services. All investigators are P.O.S.T. certified. Investigators act as mentors to the interns and provide them with a very unique opportunity to learn about the justice system.

Trial/Appellate Division

Assistant Solicitors are the attorneys who screen and review incoming cases to determine if they will be prosecuted in State Court, dismissed, transferred or referred to a diversion program. They also handle all cases assigned to the trial divisions of State Court. In addition to filing and responding to motions, they represent the state in pretrial hearings and try cases before a judge or a jury in State Court. The assistant solicitors also handle court calendars in Magistrate Court downtown as well as the North and South Service Centers. For example, there are calendars for First Appearance, Misdemeanor All Purpose, Domestic Violence Court, Treatment Diversion Court, Driving Under the Influence (DUI) Court, Environmental Court and Abandonment Court.

The Appellate Division handles all appellate matters arising from the prosecution of misdemeanor cases by the Solicitor General's Office as well as hearings. This division also conducts special research projects as well as provides the trial assistants with updates on the current status of the law. In addition to writing briefs, they also represent the office in oral arguments when required by the appellate court.

Victim Witness Assistance

The Solicitor General's Victim/Witness Program provides supportive counseling and related services to victims of crime, especially charges related to domestic violence. Victim Advocates assist the victims of crimes being prosecuted by the Solicitor's Office by: (1) evaluating and assessing the victim's needs; (2) intervening as early as possible; (3) deterring recidivism; (4) supporting the victims throughout the trial of the case; and (5) developing and implementing pre-accusation counseling for the safety and protection of the victims and their families. The staff also refers victims to social services programs, agencies and professionals who can assist with problems not covered by the Solicitor General's Victim Assistance Program. The advocates are called as expert witnesses, invited to speak to students and community groups and asked to provide training to law enforcement and other advocates.

Pre-Trial Intervention & Diversion

The Solicitor's Office works with two diversion programs, Pre-trial Intervention and Project Redirection. They are designed to intervene in the criminal process and direct defendants (first offenders) in to supervised participation in individual and group counseling, vocational assessment and community service participation. Diversion programs are an alternative to prosecution, incarceration and adjudication. The defendant is held accountable for his action and may pay restitution in appropriate cases. By providing an alternative to prosecution, diversion also assists in the county's efforts to reduce the jail population.

A private company contracts with the county to handle the Pre-trial Intervention Program (PTI). Offenders are either referred to the program by staff of the Solicitor's Office before formal charges are filed or by the court if the case has already been accused. The program is designed around the defendants conduct and the defendant pays program fees to the private company. Their files are closed if they successfully complete the program.

The other intervention program, Project Redirection (PRD) is a program administered by Clark Atlanta University through a contract with the county. They provide a program that targets young and/or otherwise disenfranchised individuals who are first offenders. The defendants participate in a 13-week program at no cost. Their files are closed if they successfully complete the program and they may apply to have their records expunged.

Cicely Barber, Court Administrator
Mark N. Harper, Chief Clerk
185 Central Avenue
Suite TG800
Atlanta, Georgia 30303
404-613-5002

Dispossessory

The Dispossessory Division provides resolution to landlord/tenant disputes.

Small Claims

The Small Claims Division provides a resolution to civil claims not vested in Superior or State Court and where the amount in controversy is under \$15,000.

Traffic Violations Bureau

Traffic Violation Bureau Division provides a resolution to traffic, parking and environmental citations issued in Fulton County.

Warrants

Warrants Division provides execution of Magistrate Court Criminal Warrants and State Court Probation Warrants as issued by the court to locate and apprehend defendants.

Civil

Civil Division provides a resolution to civil actions regardless of the amount in controversy including attachments, garnishments, proceedings against intruders, tenants, foreclosures, and all other actions in which exclusive jurisdiction is not in the Superior Court.

Criminal

Criminal Division provides a resolution to misdemeanor criminal cases.

Yolanda L. Lewis
136 Pryor Street
Suite C640
Atlanta, Georgia 30303
404-730-4518
Website: www.fultoncourt.org

Court Administration

The Office of the Court Administrator for the Superior Court of Fulton County is responsible for all of administrative functions within the Superior Court including: accounting, budgeting, contracts, information technology, facilities management, personnel and procurement. The Court Administrator's Office is responsible for the following divisions and offices: Alternative Dispute Resolution, Business Court, Case Management, Drug and Mental Health Accountability Courts, Family Court, Jury Services Law Library and Pretrial Services.

Alternative Dispute Resolution

The Alternative Dispute Resolution (ADR) Program provides the parties in civil cases with methods to resolve legal disputes other than by traditional trial. Civil mediation, case evaluation, and non-binding arbitration are some of the services provided by the ADR Program that have proven effective in saving time and money for both the parties involved and the Courts. These Alternative Dispute Resolution processes are less formal and provide the parties with a greater determination in the outcome of their cases. These processes typically allow for the early disposition of cases without having to go through the process of a full trial, saving the parties significant expenses, conserving valuable judicial resources, and increasing party satisfaction. In 2011, 9,641 cases were referred to ADR, 7,677 cases were actually conducted, and 5,723 cases reached resolution without further court action.

Accountability Courts: Drug Court/Mental Health Court

The Accountability Court operated by the Superior Court includes the Drug Court and Mental Health Court. Drug Court provides substance abuse counseling and behavior modification for non-violent, chemically-dependent offenders. Participants are required to complete a minimum of 15 months supervision during which time they participate in a treatment program, submit to regular drug screens, work or attend school on a full-time basis and pay for a portion of their treatment. Intensive judicial oversight is the cornerstone of this program which is based on an evidence-based national model that has been adopted by more than 2,000 jurisdictions nationwide. The Mental Health Court (Behavioral Treatment Court) serves adult criminal offenders who have a documented mental health diagnosis. Participants graduate from the program after completing 12 months of treatment, random drug screens and other specialized sessions. In 2011, 882 Clients were served by Accountability Court Programs and 217 graduated. Superior Court Judge Doris Downs and Judge Bensonetta Lane preside over this program and hear cases to help manage the Fulton County Jail population.

Court Support

The Court Support Department provides administrative support to the twenty Superior Court Judges, and senior, visiting, and Magistrate Judges. This office schedules court reporters and case managers for the active, visiting, senior and Magistrate Judges, and provides general direction to all operating units within the Superior Court. This office also ensures appropriate access to the courtroom for citizens, coordinates

security issues, building and operational issues, remodeling, furniture and equipment acquisition, and reception services.

Family Division

Fulton County Superior Court Family Division was the first “Family Court” in Georgia. The Family Division is an innovative court program in which legal and social services professionals, in addition to trained mediators, assist with the resolution of a variety of domestic relations legal disputes in a coordinated, non-confrontational and expeditious manner. More than 5000 cases are assigned to the Division each year. The Family Division focuses on the best interest of the children and the family unit involved in domestic relations disputes. Cases presided over by the Judges of the Superior Court Family Division include: divorce, paternity, legitimation, annulment, child support, alimony, domestic violence, visitation and custody. The Family Law Information Center (FLIC) offers services to more than 11,000 people each year and the One Stop provides services to people seeking protection from domestic violence and stalking. Additionally, the Family Division offers on-site paternity testing, referrals to Guardians ad Litem and the mandatory Families in Transition (FIT) Seminar for parties involved in domestic legal actions involving an original question of custody of minor children. The FIT Seminar is offered in English and Spanish. The Family Division offers a web-based document generation service called I-CAN! which is available in English and Spanish. I-CAN! allows self-represented litigants to complete many domestic legal documents online which can then be printed and filed with the Court.

Jury Services

The Jury Services Division of Superior Court issues summons to citizens to report for jury duty in the 20 Superior Courts of Fulton County. Jury duty is an important civic duty and provides an opportunity to participate in the justice system. When called to serve you may receive a summons for Grand and or Trial jury service. In 2011, more than 200,000 citizens were summonsed for trial jury service. In an effort to make jury service more convenient to citizens, the Superior Court adopted the One Trial/One Day service term for trial jurors. After responding to a summons for service you are not eligible to serve again for a period of 18 months.

Law Library

The mission of the Fulton County Law Library is to serve the legal information needs of the Fulton County Courts and departments, members of the Georgia Bar and the residents of Fulton County. The law library maintains a collection of approximately 18,000 volumes along with providing access to several online research databases. The law library is strongly orientated to customer service and provides appropriate instruction, tutorials and classes to the legal community, students and pro se litigants. The library coordinates purchases of legal material for not only the library and over 30 different judicial or court administration offices.

Non-Complex Case Management

The Non-Complex Case Division provides case management for all non-violent defendants by scheduling hearings through which each defendant's case must progress. Defendants' cases are placed on a nine-week track upon entry into Fulton County Jail. Cases move from arrest through each level until their cases are resolved. All cases are intended to reach final resolution within a period of nine weeks or less.

Pretrial Services

Pretrial Services is a full-service, 24 hours-a-day, 7 days-a-week operation that assesses defendants charged with misdemeanor or felony offenses and booked into the Fulton County jail under the jurisdiction of the Superior and State Court. A written report is prepared summarizing the results of the interview, the verification process, and the criminal record check. This report is the focal point for the defendant's initial appearance before a judicial officer, and is the basis for deciding if the defendant will be detained or released. Pretrial Services supervises qualified defendants released to the program and monitors compliance with bond conditions until the final disposition of the defendant's case. Pretrial Services also track defendants' attendance for all scheduled court events and makes defendant referrals to employment, education, and counseling treatment programs. Pretrial Services seeks to; 1) reduces unnecessary detention, 2) maintain a high appearance rate for court hearings, and 3) break the cycle of criminality for defendants released in the community.

Business Court

The Business Court Division handles complex business litigation. The purpose of the Business Court is to provide judicial attention and expertise to complex business cases and to facilitate the timely and appropriate resolution of such disputes. The Business Court handles cases in which the amount in controversy is at least \$ 1 million. Senior Judge Elizabeth E. Long, Senior Judge Alice D. Bonner, Senior Judge Melvin K. Westmoreland and Superior Court Judge John J. Goger are currently assigned to the Business Court. The Business Court's goals include helping to retain legal business in Georgia and developing a robust body of business law in Georgia.

Case Management

The Case Management Division uses effective case-flow management techniques to provide for timely charge verification through probable cause hearings; timely appointment of indigent counsel; timely and reasonable bonding procedures and fair and timely access to the courts. The Superior Court of Fulton County strives to develop Case Management standards for increased productivity, using workflow systems and court system technology.

David Fitzgibbon, Chief Appraiser
141 Pryor Street, SW, Suite 2052
Atlanta, Georgia 30303
404-612-6440, #3

Administration

Administration provides general management and oversight of the department's program functions including those functions which are mandated by the State of Georgia and the county. Also administers the department's budgeting, purchasing, payroll activities and all homestead exemption programs

Government Center	141 Pryor Street, Ste 2052	Atlanta	404-612-6440– Press - #3
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Homestead Exemption Only

North Service Center	7741 Roswell Road	Atlanta	404-612-6440 – Press - #4
South Service Center	5600 Stonewall Tell Road	College Park	404-612-6440 – Press - #4
400 Royal	3155 Royal Drive, Ste 175	Alpharetta	404-612-6440 – Press - #4

Personal Property Appraisal

Personal Property Appraisal creates and maintains a fair and equitable annual personal property tax digest pursuant to Georgia State law and all applicable state regulations.

Government Center	141 Pryor Street, Ste 1047	Atlanta	404-612-6440 – Press - #2
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Commercial Property Appraisal

Commercial Property Appraisal creates and maintains a fair market value and equitable annual commercial and industrial properties in Fulton County. Consist primarily of office buildings, retail centers, warehouses, apartment building, manufacturing, hotels, and other parcels zoned commercial or industrial use.

Government Center	141 Pryor Street, Ste 1047	Atlanta	404-612-6440 - Press - #2
400 Royal	3155 Royal Drive, Ste 175	Alpharetta	404-612-6440 - Press - #2

Real Property Appraisal

Residential Property Appraisal creates and maintains a fair market value and equitable annual residential tax digest pursuant to Georgia State law and all applicable state regulations.

Government Center	141 Pryor Street, Ste 1056	Atlanta	404-612-6440 - Press - #1
400 Royal	3155 Royal Drive, Ste 175	Alpharetta	404-612-6440 - Press - #1

Arthur Ferdinand, Tax Commissioner
141 Pryor Street, SW
Suite 1085
Atlanta, Georgia 30303
404-613-0114

Accounting

The Accounting Division provides an efficient and professional mechanism with clear checks and balances for accepting, balancing, distributing, and depositing tax revenues. This collection system handles 80% of all general fund revenues for Fulton County. It also handles all tax collections for the Atlanta School Board, the Fulton County School Board, City of Atlanta, City of Mountain Park, City of Sandy Springs and Johns Creek governments. State collections and some local municipal revenues also flow through this system. The Tax Commissioner's Office collects and handles in excess of \$1.7 billion in tax revenues, including real, personal, motor vehicle, mobile home, and public utility taxes.

Administration

The Administration Division oversees the operations of the entire Tax Commissioner's Department. This division provides administrative support and technical assistance to all other divisions. It prepares and administers the budget. It manages payroll and personnel transactions. It administers the purchasing and inventory functions. It oversees the ongoing training and professional development needs. This division serves as the liaison between the Tax Commissioner's Office and all other Fulton County departments as well. It is responsible for the coordination of all work orders to General Services for the repair and/or upkeep of county property used by the Tax Commissioner's Office. It facilitates the implementation of the Tax Commissioner's initiatives and major projects. The relocation, remodeling and/or opening of new facilities are coordinated by Administration.

Current Property Tax Collection

The Current Property Tax Collection Division is responsible for the preparation, billing, mailing, and collection of all current year real and personal property taxes for Fulton County, Fulton County School Board, City of Atlanta School Board, and the cities of Atlanta, Chattahoochee Hills Country, Johns Creek, Mountain Park, and Sandy Springs. Additionally, this division is responsible for collection of Solid Waste fees for the City of Atlanta. The Current Property Tax Division assists taxpayers with billing issues, receives and responds to correspondence, prepares tax payments for processing, manages bankruptcy, condemnations, widow year's support, and Community Improvement District accounts. The Current Property Tax Division, also, bills and collects for timber taxes.

Delinquent Property Tax Collection

The Delinquent Property Tax Collection Division is responsible for record keeping, collection, enforcement, and disposal of prior year delinquent taxes on real estate, personal properties, and Solid Waste fees for the City of Atlanta. This division is also responsible for sending bills and notices and issuing and recording tax executions (Fi.fa). Additionally, this division is responsible for processing Land Bank Actions, production of replacement "Alias" Fi.fa. documents, providing information by phone or to walk-in customers, resolving tax issues internally or through research, and coordination with other county, state or federal offices and agencies.

Motor Vehicle/Cash Operations

The Motor Vehicle Section is responsible for the security and issuing of new and renewal motor vehicle tags and decals by walk-in, mail, or over the internet. It also processes motor vehicle title transfers and assists Fulton County residents with their questions and concerns regarding vehicle registration. In addition, this Section reviews title applications for automobiles, trucks, trailers, motorcycles, mobile homes, motor homes, over the road tractors, and other motorized vehicles operated on the highway system of Georgia for all residents of Fulton County. Disabled handicapped placards, and senior emissions waivers are also processed for Fulton County Citizens in our motor vehicle section.

The Cash Operations Section is responsible for collecting, recording, and depositing all current and delinquent property taxes. It is charged with all cashing functions and the security of cash.

Service Centers (Satellite Operations)

The Service Centers provide property tax and motor vehicle services to citizens of Fulton County.

The Property Tax Section is responsible for the collection of real and personal property taxes as well as solid waste fees for the City of Atlanta. This Section also assists taxpayers with research on property ownership and assessment information, receives and prepares documentation for tax payments to be processed.

The Motor Vehicle Section is responsible for the security and issuing of new and renewal motor vehicle tags and decals by walk-in. It also processes motor vehicle title transfers and assists Fulton County residents with their questions and concerns regarding vehicle registration. In addition, this Section reviews title applications for automobiles, trucks, trailers, motorcycles, mobile homes, motor homes, and other motorized vehicles operated on the highway system of Georgia for all residents of Fulton County.

Kun Suwanarpa, Interim Director
141 Pryor Street, SW
Suite 6001
Atlanta, Georgia 30303
404-612-7394

Administration

The Administration office coordinates and manages the day-to-day operations of the department. The responsibilities of this office include finance, procurement, budgeting, personnel, safety and training, special projects coordination, information management, and contract administration. This office monitors and evaluates all departmental programs to insure that goals, objectives and strategies of each program are accomplished and implemented to satisfy the demands of the department's service delivery program.

Big Creek Water Reclamation Plant

Big Creek Water Pollution Control Plant is a contract operated facility that is permitted to treat 24 million gallons per day (MGD) of wastewater. This plant performs National Pollutant Discharge Eliminating System (NPDES) testing required by the state and federal governments for compliance with the permit issued for its operation.

Camp Creek Water Pollution Control Plant

Camp Creek Water Pollution Control Plant is a contract operated facility that is permitted to treat 24 million gallons per day (MGD) of wastewater. This plant performs National Pollutant Discharge Eliminating System (NPDES) testing required by the state and federal governments for compliance with the permit issued for its operation.

Cauley Creek Water Reuse Facility

Cauley Creek Water Reuse Facility is a new, advanced treatment private/public joint venture facility in North Fulton County. The facility went online in April, 2002 with a Land Application System (LAS) permit of up to 2.5 MGD. In 2004, it expanded to 5.0 MGD with a 365 day discharge permit. The system includes membrane treatment technology and 8.0 miles of pressurized reuse distribution lines for irrigation customers in North Fulton County.

Commercial Monitoring and Enforcement

The Commercial Monitoring and Enforcement Unit administers Georgia Environmental Protection Division's mandated program of monitoring pollutants discharged by commercial establishments and subsequent enforcement of applicable Fulton County code.

Pretreatment Monitoring and Enforcement

Industrial Pretreatment Monitoring and Enforcement administers the Georgia Environmental Protection Division's approved program mandated by the Clean Water Act of 1977 and its recent revisions. It also monitors and controls pollutants which may pass through or interfere with treatment processes in publicly owned treatment works or those that may contaminate sludge.

Johns Creek Water Pollution Control Plant

Johns Creek Water Pollution Control Plant is a contract operated facility that is permitted to treat 7 million gallons per day (MGD) of wastewater. This plant performs National Pollutant Discharge Eliminating System (NPDES) testing required by the state and federal governments for compliance with the permit issued for its operation. The new Johns Creek Environmental Campus will be fully operational in November 2009 and is permitted to treat 15 MGD. The new facility uses a state-of-the-art membrane bioreactor treatment process.

Laboratory

The laboratory provides lab services that ensure compliance with the NPDES permit for operation of treatment plants and the Safe Drinking Water Act (SDWA).

Little River Water Pollution Control Plant

Little River Water Pollution Control Plant is a contract operated facility that is permitted to treat 1.2 million gallons per day (MGD) of wastewater. This plant performs National Pollutant Discharge Eliminating System (NPDES) testing required by the state and federal governments for compliance with the permit issued for its operation.

North Fulton Pump Station

North Fulton Pump Station contractor operates and maintains 33 wastewater pump stations.

North Fulton Sewer Maintenance

North Fulton Sewer Maintenance is responsible for the operations, maintenance and repair of approximately 1,300 miles of sanitary sewer lines. Staff responds to customer requests for service related to the existing infrastructure and requests for the installation of new services and cleanouts.

Project Engineering

Project Engineering provides in-house monument densification, project management, civil design, modeling and surveying services. Developers of 25 or more acres are required to pay a fee for the establishment of one pair of monuments. This division also performs survey and design functions relating to the design of the infrastructure: water, wastewater, roads, bridges, pump stations, etc. Public Works has an ongoing program to network infrastructure data (graphic and text).

Sewer Revenue

Sewer Revenue provides management of the county's sewer system, and wastewater treatment plants in order to provide quality effluent within the mandates of the NPDES under the federal and state environmental law permitting system.

South Fulton Pump Station

South Fulton Pump Station contractor operates and maintains 14 wastewater pump stations.

South Fulton Sewer Maintenance

South Fulton Sewer Maintenance operates is responsible for the operations, maintenance and repair of approximately 700 miles of sanitary sewer lines. Staff responds to customer requests for service related to the existing infrastructure and requests for the installation of new services and cleanouts.

Storm Water Maintenance

Storm water Maintenance provides maintenance and repair of the conveyance system infrastructure, including piping and detention ponds that directly service county owned infrastructure and property.

Stream Monitoring

Stream Monitoring provides monitoring of waters of the state pursuant to the NPDES permit and Metropolitan North Georgia Water Planning District requirements.

Water and Sewer Construction Management

Water and Sewer Construction Management oversees contractors and conducts field inspections on construction projects including petitions for water and sewer lines, water lines to boost pressure, reuse lines and emergency construction beyond the capability of county forces. The project manager in this unit ensures that contractors are in compliance with the terms and conditions of their contractual agreements and utilizes crews to support county infrastructure. A comprehensive Water Services Strategic Business Plan was developed and approved in 2005 as part of the 2005 Water and Sewer \$258 million Revenue Bond. It provides long-term capital programming and an overall financial model in support of the utility.

Water Renewal and Extension

Water Renewal and Extension provides extension of water service capabilities to outlying unincorporated Fulton County.

Water Revenue

Water Revenue operates and maintains the water distribution system located in Fulton County, north of the Chattahoochee River.



Program information provided by the Departments

Document Prepared by:

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